

NOTICE OF PUBLIC MEETING
of
THE OFF-HIGHWAY VEHICLE ADVISORY GROUP
(OHVAG)
of
THE ARIZONA STATE PARKS BOARD

Notice is hereby given to members of the Off-Highway Vehicle Advisory Group (OHVAG) and the general public that the Group will hold a meeting open to the public **February 25th, 2011, at State Parks Board Room, 1300 W. Washington St., Phoenix beginning at 10:00 a.m.** pursuant to A.R.S. § 41-511.22. You may attend this meeting via teleconference by dialing 1.866.751.5726 and entering the group code *1731258*. (Note: You must enter the * symbol twice.) The Group may go into Executive Session for the purpose of obtaining legal advice from the State Parks Assistant Attorney General on any of the agenda items pursuant to A.R.S. § 38-431 et seq. The Group will discuss and may take action on the following matters:

AGENDA

(The Chair reserves the right to set the order of the agenda.)

A. CALL TO ORDER AND ROLL CALL

B. INTRODUCTION OF MEMBERS AND STAFF

1. The Statewide OHV Program Mission is to develop and enhance statewide off-highway vehicle recreation opportunities, and develop educational programs that promote resource protection, social responsibility, and interagency cooperation.
2. The OHV Ambassador Program is a partnership of agencies and volunteers dedicated to enhancing motorized recreation opportunities and management in Arizona.

C. ACTION ITEMS

1. Approval of Minutes from the November 12, 2010 Meeting. 1-14
2. Election of Officers. OHVAG will select a chair and vice-chair to preside over meetings for 2011.
3. Discussion of OHVAG Issues. Assistant Director, Jay Ziemann will discuss the concerns expressed by John Savino on behalf of OHVAG in his presentation to Parks Board at their November 17, 2010 meeting. 15
4. Review Status of BLM-Kingman Field Office Recreational Trails Program Motorized Project#47601, Music Mtn/Crozier Inventory/Signage/Map Development Reconsider Project End Date Extension. A representative from the BLM-Kingman Field Office will make a presentation to identify the current status of the projects and plans to complete the projects within the extended period. 17-18

Janice K. Brewer
Governor

**State Parks
Board Members**

Chair
Tracey Westerhausen
Phoenix

Walter D. Armer, Jr.
Vail

Reese Woodling
Tucson

Larry Landry
Phoenix

Alan Everett
Sedona

William C. Scalzo
Phoenix

Maria Baier
State Land
Commissioner

Renée E. Bahl
Executive Director

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5. **Review Status of BLM-Kingman Field Office Recreational Trails Program Motorized Project #470702, Cerbat Mtn/White Hills Inventory/Signage/Map Development, Reconsider Project End Date Extension.** A representative from the BLM-Kingman Field Office will make a presentation to identify the current status of the projects and plans to complete the projects within the extended period. 19-20
6. **Consider the Project End Date Extension Approved by the Parks Board for the BLM-Safford Field Office Recreational Trails Program Project #470602, Gila Bend RNCA Inventory/Signage/Map Development, Reconsider Project End Date Extension.** A representative from the BLM-Safford Field Office will make a presentation to identify the current status of the project and plans to complete the project within the extended period. 21-28
7. **Consider the Project End Date Extension Approved by the Parks Board for the Prescott National Forest Recreational Trails Program Project #470603, Copper Canyon OHV Trailhead Development, Reconsider Project End Date Extension.** A representative from the Prescott National Forest will make a presentation to identify the current status of the project and plans to complete the project within the extended period. 29-40
8. **Select a Representative to Serve on the OHV Ambassador Program Governing Council.** This Council is being established under a Memorandum of Understanding between Arizona State Parks, Arizona Game and Fish Department, Department of the Interior Bureau of Land Management – Arizona State Office, and the United States Department of Agriculture Forest Service – Region 3 to oversee the operation of the OHV Ambassador Program. 41-42
9. **Consider Funding Sticker Fund Project Selection Program Projects.** The Prescott National Forest has presented two projects for funding from the Off-Highway Vehicle Recreation Fund. 43-48
10. **Consider the Staff Recommendations for Funding Applications Submitted for OHV Ambassador Program Expansion Grants.** Staff will present a brief overview of the goals of the grant program and requirements of the applicants. OHVAG will discuss each application and may ask questions of the applicants. 49-50
 - a. The Community Forest Trust, Inc. will be cooperating with the Prescott National Forest to conduct sanctioned OHV Ambassador Program events on the Chino Valley, Bradshaw, and Verde Ranger Districts.
 - b. The White Mountains Open Trails Association, Inc. will be cooperating with the Lakeside Ranger District to conduct sanctioned OHV Ambassador Program events within the district.
 - c. The Arizona Sunriders ATV Club will be cooperating with the BLM – Yuma District Office to conduct OHV Ambassador Program events in the Yuma and Lake Havasu Field Office management areas. The Arizona Game and Fish Department, Yuma Region will provide the agency lead.

11. **Staff Response to OHVAG Recommended Procedures to Review and Approve Project End Date Extensions for Motorized Projects.** OHVAG wants project sponsors to be more accountable for completing projects in a timely manner and has suggested that staff require all sponsors of motorized trail projects to appear before the Group anytime they are requesting a time extension.

51-52

12. **Review and Discuss New Member Applications for the Off-Highway Vehicle Advisory Group (OHVAG) and Consider Recommending a New Member for Appointment by the State Parks Board.** OHVAG will discuss and review the application of a person interested in serving on OHVAG and may make a recommendation to the State Parks Board.

53-58

- D. **REPORTS** - Committee and staff reports may be written or verbal. No action will be taken on issues raised in these presentations.

1. **Chair's Report -**

2. **Sub-Committee Reports -**

3. **Agency Reports** - All agencies participating in the Statewide OHV Ambassador Program or OHV recreation management are invited to address the Group.

4. **Staff Reports**

- a) Update on Arizona State Parks Board actions - Donald French was appointed to a three-year term beginning January 1, 2011 on OHVAG representing an organization for ATV users from Mohave County. Rebecca Antle was appointed to continue serving in her position representing an organization for 4-wheel drive users from Pima County until a replacement can be appointed.

- b) Staff will bring the group up to date on the status of the OHV Recreation Fund and Sticker Fund projects.

59-62

5. **Guest Presentations** - Don Hickman, Arizona Off-Highway Vehicle Coalition. (not confirmed) Charles Quiroz, Pima Motorsports Park.

- E. **CALL TO THE PUBLIC** - During the public meeting OHVAG may afford any person the opportunity to present statements relating to agenda items, with or without the opportunity to present them orally. Those wishing to address the Group must register at the door and be recognized by the Chair. Each presentation will be given approximately five minutes if time permits. It is probable that each presentation will be limited to one person per organization. Action taken as a result of public comment will be limited to directing staff to study or re-schedule the matter for further consideration at a later time.

- F. **SUMMARY OF CURRENT EVENTS, MATTERS OF BOARD PROCEDURE, REQUESTS AND ITEMS FOR FUTURE AGENDAS**

G. TIME AND PLACE OF NEXT MEETINGS – OHVAG will meet on the following dates:

Friday, May 20, 2011 @ 10am with ASCOT as the State Recreational Trails Advisory Committee, AND @ 1pm for OHVAG business. LOCATION: Red Rock Ranger District office, Hwy 179, Sedona, AZ

Friday, August 19, 2011 @ 1pm. LOCATION: Kingman?

Friday, October 28, 2011 @ 1pm. LOCATION: Pinetop?

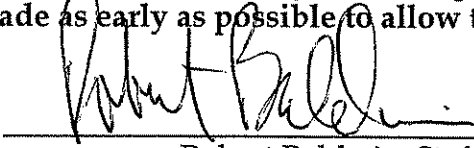
Saturday, October 29, 2011 @ 9am. LOCATION: Pinetop?

H. ADJOURNMENT

A copy of this agenda and any background material provided to OHVAG is available for public inspection at Arizona State Parks, Partnerships Division, 1300 W. Washington, Phoenix, Arizona and on the State Parks website at: <http://azstateparks.com/committees/OHVAG.html>.

For additional information, contact Robert Baldwin at 602-542-7130.

Persons with a disability may request a reasonable accommodation such as a sign language interpreter, or this document in an alternative format, by contacting State Parks at 602-542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.

 2/14/11
Robert Baldwin, Staff Liaison
Partnerships Division, Arizona State Parks

Posted at: Arizona State Parks
1300 W. Washington, 1st Floor
Phoenix, Arizona
and at: <http://azstateparks.com/committees/OHVAG.html>

MINUTES of the
OFF-HIGHWAY VEHICLE ADVISORY GROUP (OHVAG)
of
ARIZONA STATE PARKS
MEETING OF November 12, 2010
Interagency Fire Training Center, Tucson, AZ

A. CALL TO ORDER AND ROLL CALL @ 1:10pm

In attendance: Pete Pfeifer, Rebecca Antle, John Savino, David Moore, Hank Rogers

Absent: Bob Biegel

Others: Robert Baldwin – State Parks, Chris Gammage – OHVA Program Coordinator, Jimmy Simmons – AZ Game & Fish Dept OHV Law Enforcement Manager, Laura White – Coronado NF Travel Management Coordinator,
Joined the meeting later: George Wysopal – So. AZ Trail Riders (former OHVAG member)

QUORUM IS PRESENT

B. INTRODUCTION OF MEMBERS AND STAFF

1. The Statewide OHV Program Mission is to develop and enhance statewide off-highway vehicle recreation opportunities, and develop educational programs that promote resource protection, social responsibility, and interagency cooperation.
2. The OHV Ambassador Program is a partnership of agencies and volunteers dedicated to enhancing motorized recreation opportunities and management in Arizona.

C. ACTION ITEMS

C1 APPROVAL OF 8/6/11 MINUTES

PFEIFER – Disappointed because of projects delayed by NEPA. Others concurred. Question about Sandee McCullen's concern for \$59,000 owed to the Arizona Off-Highway Vehicle Coalition.

BALDWIN – Clarified that funds were due to BLM, the project sponsor and the amount was only \$26,000. The billing was submitted in January and it was paid in September. The delay was the fault of State Parks.

PFEIFER – Concerned about gas tax and sticker revenues being put in the same fund and the fund being raided. He thought sticker money could not be raided. Wanted clarification. He has been promoting the sticker purchases and doesn't want it to come back that the money is only going to balance the state budget.

BALDWIN – Clarified that both gas tax revenue and revenue from sticker sales are put into the same fund, the Off-Highway Vehicle Recreation Fund. When distributions are

made according to the statute (60% State Parks, 35% Game & Fish, 5% State Land) the percentages are paid from all monies available in the fund. In December 2009 when the fund was last raided, Representative Weiers kept them from taking all of the money in the fund. The amount he saved was identified as the portion attributed to the new sticker revenue (whether it was that exact amount or not is not certain).

Motion to approve: H. Rogers, seconded by J. Savino – carried unanimous

AGENDA ITEMS WERE REARRANGED AT THE CHAIRS DISCRETION TO FACILITATE A TIME CERTAIN PRESENTATION.

C7 - Consider Extending the Project End Date for the BLM-Kingman Field Office Recreational Trails Program Project #470601, Music Mtn/Crozier

Inventory/Signage/Map Development. BLM-Kingman Field Office is requesting a second time extension they have only completed 95% of the inventory and still need to install signs and produce a map.

BALDWIN – Since all of these requests are for a second extension, they must go to the Parks Board.

ANTLE – They have had four years, why can't they get this done?

SAVINO – I have the same concerns. Is this money funding their TMR (Travel Management Rule only applies to Forest Service, but BLM is reviewing all of their management plans to address OHV travel issues also.)? What input do we have in that process other than the public comment portion of it?*

BALDWIN – Yes, we have been giving all agencies money for inventory, which is part of the planning process, for several years. *None, other than keeping up on their announcements and comment opportunities.

SAVINO – Has State Parks visited any of these projects?

BALDWIN – These projects involve routes all over their management areas. To review this type of project you would have to be involved in the actual inventory process or go into their office and look at maps while they show you what has been inventoried and what is left.

SAVINO – I have been involved with the planning process in the Lake Havasu FO and I have set down with them. You can get a lot more information about what they are doing.

ROGERS – It's a shame we don't have more input than we do. What boils down to is that the supervisor is going to make the decision based on what his support team tells him and we don't have any more input than the people who can respond online from anywhere in the world. My recommendation is that we deny these requests and have these people attend our next OHVAG meeting and explain to us where they are at and why they don't have these projects completed. Then we can make our decision.

PFEIFER – I agree that anytime they want an extension we should require them to make a report directly to us.

SAVINO – This should take place for even the first extension.

BALDWIN – Since these are contracts with an expiration date, they must be extended before they expire. I suggest you extend them for six months on the condition that they make the presentation at the next OHVAG meeting before getting the other six months.

ROGERS – We'll give them until the next OHVAG meeting. How come they are not here this time?

BALDWIN – We have never required them to attend a meeting in the past and since I was not expecting this, I did not encourage them to be here. Some of these will expire before we meet again.

SAVINO – I move that we extend them until our next meeting and require that they make a presentation at that meeting and we will determine if they should be extended longer.

BALDWIN – We will need to take your recommendation to the next Parks Board meeting and let them determine how long to extend these projects with consideration that you want them to make a presentation to you.

ANTLE – I don't think we should require them to be present, but to at least submit a report.

BALDWIN – We can require them to call in on teleconference.

SAVINO – We need some present to answer questions.

ROGERS – I want to see the maps of what they have accomplished.

BALDWIN – I will require them to make a presentation at the next OHVAG meeting including maps and to be present or at least available by teleconference.

PFEIFER – What we are looking for is some kind of timeline (Gant chart) with milestones and projected completion dates.

ROGERS – Clarified motion to recommend 60-day extension and require project sponsor to be present, at least by phone, to present a status including maps of where the project is and when it will be completed.

ANTLE – Seconded motion. Motion carried unanimous.

C8 – Consider Extending the Project End Date for the BLM-Safford Field Office Recreational Trails Program Project #470602, Gila Bend RNCA

Inventory/Signage/Map Development. BLM-Safford Field Office is requesting a second time extension because their Travel Management Plan was expected to be completed in 2010 and has not yet gone out for public comment.

SAVINO – Moved to recommend 60-day extension and require project sponsor to be present, at least by phone, to present a status including maps of where the project is and when it will be completed.

ROGERS – Seconded motion. Motion carried unanimous.

C9 – Consider Extending the Project End Date for the Prescott National Forest Recreational Trails Program Project #470603, Copper Canyon OHV Trailhead Development. Prescott National Forest is requesting a second time extension because they need additional time for internal review of the draft design plan. They have received renewed support from the Town of Camp Verde and confirmed that donors are on board.

BALDWIN – This project is a little different in that it is an on-the-ground project. It has suffered from neglect since it was funded, both by the project sponsor and the community partners. There is a new District Ranger and rec staff person in charge of the project. They have expressed new enthusiasm and commitment to complete the project.

SAVINO – How much money have we put into this project?

BALDWIN – They were awarded \$178,000. They have been reimbursed approximately \$30,000 and may have additional expenses that have not been billed.

SAVINO – I can't see putting good money after bad money. I can't justify extending this any longer.

ROGERS – I want to know who the donors are and if they truly intend to support this project. If they are not going to come through with their contribution, then we should stop the project. We need give them the same 60-days and require them to show up at the next meeting. We need to send a strong consistent message to everyone.

ANTLE – The previous request was for time to complete the design portion of the project. They haven't even done any work.

PFEIFER – I agree with both Mr. Savino and Mr. Rogers.

ROGERS – I think going forward we should require anyone who wants an extension to make a presentation to this group in person. These people have expended our money and they need to be accountable.

SAVINO – We need to be more active in getting out in the field and finding out what is going on with these projects. We are entrusted with protecting these funds for our user constituency. We should have the ability to visit these sites.

PFEIFER – I thought we had that ability already.

SAVINO – I have no identification to indicate I'm a member of this group.

ROGERS – Motion to extend project for 60-days and require that this project sponsor be physically present at the next OHVAG meeting to tell us what is going to happen with partners.

SAVINO – Seconded motion. Motion carried unanimously.

C2 – Status of the Travel Management Rule (TMR) on the Coronado National Forest. A forest representative will present information on the status of the Travel Management Rule and their implementation strategy and respond to questions from the group.

WHITE – Coronado NF already restricted cross-country travel that was one of the main reasons TMR was initiated. Our plan was a little ambiguous about which roads were included. In one place in the plan it said vehicles are allowed on roads unless they are marked closed. On the OHV maps that went along with the plan it said OHV's are restricted to designated roads.

We have completed the transportation analysis process on all of our districts except the Sierra Vista Ranger District and we expect that to be completed in December. We have completed the Environmental Assessment (EA) for the Santa Catalina RD and it has gone through initial public comments. The next step is review the comments and determine if they support our proposed alternative or further consideration is necessary. We have issued our proposed action for the Nogales RD and are accepting comments. So, there are three more district left.

In the inventory process we inventoried as many of the unauthorized roads as we could. Some have been recommended to be added to the system and some to be obliterated. As the proposed actions go out to the public, we show the transportation analysis on our website. We had an opportunity to use some stimulus money to close some unauthorized roads. Even though the transportation analyses had not been completed, the management team identified some routes they were going to recommend be closed. That proposal was announced and we got some feedback on it, but since we ended up not getting the stimulus money, that proposal is on hold. Some of those comments suggested we complete the transportation analyses process before we start closing roads. So, that's how it worked out anyway.

Motor vehicle use maps (MVUM) were originally required by December 2009 and we got that date extended to December 2010. Since the NEPA is not completed, we modified our Forest Plan to include TMR language that restricts motor vehicle travel to the routes identified on the MVUM. We are printing our maps with the approved road system as it exists until recommended and approved routes can be added to the system. So the maps in 2011 will only show existing routes that may not actually be currently used and it will not show all user-created routes that are being used. We plan to spend the next year in the education mode letting people know the status of their preferred routes. We will let them know the maps are designed to be updated yearly as NEPA is completed and routes are added. Those maps are in the region office for review and should be printed soon after the first of the year.

SAVINO – What mechanism do you have in place to keep the public informed?

WHITE – Our new Forest Supervisor, Jim Upchurch, is concerned that we are keeping the public informed and wants to see a plan for doing that. We have one person on-the-ground for the entire forest dedicated to OHV use. We do have 10 LEO's which will help out greatly. They were added initially to deal with border issues, but since they are out there I want to bring them and anyone in the field up to date on the maps and how they are being used and what they need to tell people. We will be working with the forest public information person to determine other methods to inform the public.

ANTLE – What road will be shown on the maps?

WHITE – They will be the current identified roads that may include corrected GPS coordinates or numbering to maintain consistency across districts. We know the public will be expecting to see routes we have proposed in some of our actions, but since that process is not complete, those routes will not show up on these maps.

SAVINO – What kind of interaction have you had with the local groups who use the Coronado NF?

WHITE – I think we've gotten lots of input from them. It has been a while since we have heard from them. When I first started with this project in 2006 the Tucson Roughriders brought us maps and so did the Range Riders from Sierra Vista. They identified all the roads they were interested in and I think we got very good feedback from the groups. I'm not real comfortable with what we've gotten from the ATV side. The dirt bikers have responded. Since we put out the EA I have been a little concerned that we have not gotten much input.

PFEIFER – The feedback I've gotten is that there is not MVUM and things are still ongoing and they didn't really know what to think of it. It was too broad to interpret. There is still too much stuff out there that isn't marked, even identified routes.

WHITE – We know there are routes that are on the system that aren't numbered and we are working to fix that.

SAVINO – I have members of our club that live in this area and they have asked to start a southern branch for our club. How can we help you?

WHITE – I need people who want to be involved to call me so I can put them on my list. I send all notices that need public contact out on my lists and that amount to 600 to 700 names and they are not being returned. They need to check our website. Everything that is available for comment is listed there. I am happy to talk to anybody about anything we are doing if they will call me.

ROGERS – I have a problem with the maps you are providing being the legal document that you can use to cite people. You are not reaching the people you need to. Those maps do not have the detail needed to be enforceable in court. The useable routes need to be plainly numbered on the ground. If you don't close off closed routes, people will continue to use them. Next question, where are you at with game retrieval?

WHITE – We have always prohibited cross-country travel and have never made an exception for game retrieval. I've talked to Game & Fish about it and they didn't really have any concerns. We don't have an elk hunt on our forest. We are focusing our NEPA on things that need to be changed.

I'm glad we've gone through this process and I think we have really identified some roads that need to be added to the system and some that are causing resource damage and need to be closed.

BALDWIN – You refer to the roads that are in your system. When is the last time that a road was added to that system?

WHITE – We had a landowner who blocked a private road down by Kentucky Camp. We built a new road on forest property around that area. There is another road on private land in the Gualaros up to High Creek that we provided a reroute. In this

process we have discovered system roads that have never been added to the old RATM maps. We are not revisiting why existing routes were approved.

BALDWIN – Where does signing fall in your priorities for this process?

WHITE – This process has caused us to communicate between districts and verify that every road has the correct number and that number is consistent from district to district. We have crews out there continually signing. We are also adding signs at major portals that tell people they need to stay on routes identified on the MVUMs. That at least lets people know there is a map available to follow and I am have the field people have plenty of the maps to distribute.

SAVINO – Has your forest applied for any of the grant money to assist with the TMR process?

WHITE – We talked about it and determined that we had enough money allocated from the Region office, but that has dried up recently. I was not comfortable using your money to inventory roads when many of them would not end up in the system.

SAVINO – Where will get the money for signage to complete this process?

WHITE – We have stock piled signs when we were getting the money from Region. Previously the TMR money was taken out of the budget first before distributions to the districts. Now it is included in the district budget. This makes it difficult for me to keep people focused on allocating money for this process when it has not been earmarked. This leaves it up to each district to take the initiative to find money to complete the NEPA. The districts have a lot of influence when it comes to identifying the routes they want. Their specialists are in the field and know the conditions that exist. I have always shared all of the input I get with the district rangers. It is important for them to hear from the users and be in touch with the uses on their district.

PFEIFER – Has NEPA for the Santa Rita Mtns been completed?

WHITE – The proposed action is out and we are still taking comments. I need to hear from people within the next couple of weeks. Yes, that proposal takes into consideration the planned mining in the area. We need to do NEPA if we want to add roads or obliterate unauthorized roads. So, we will be using signs to indicate closed routes.

ANTLE – Have you used any user groups to help with installing signs?

WHITE – Not at this point. That would be helpful and it is a great help if they will let us know when signs are missing.

ROGERS – It is important that you identify historic routes in this area and protect them.

C3 – Discuss Goals and Plans for the Statewide OHV Program. Staff will present information on available funding for OHV projects. Land management agency staff will be invited to discuss the impact of off-highway vehicle recreation on their lands and their needs.

BALDWIN – Discussed availability of state OHV funds and federal RTP funds and the “Sticker Fund Project Selection Program”. Plan is to get funds out the door and projects on the ground. Application process has been simplified and applications are accepted at any time. This is not a competitive process, except that OHVAG is reviewing and approving projects that are high priority first.

C4 – Discuss Goals and Plans for Statewide OHV Ambassador Program. The Statewide OHV Ambassador Coordinator will introduce the OHV Ambassador Program to agency staff and the public. This program supports safe, responsible recreation practices and emphasizes cooperation between agencies and volunteers to enhance motorized recreation opportunities and management in Arizona. State Parks staff will discuss OHV Ambassador Program expansion grants and provide the group with a copy of the memorandum of understanding regarding general oversight of the OHV Ambassador Program and describe the part OHVAG will play in the program.

GAMMAGE – Discussed the OHV Ambassador Program via PowerPoint slides provided.

PFEIFER – Do OHVA volunteers have to provide their own insurance?

GAMMAGE – When enrolled as agency volunteers they are covered under workers’ compensation and general liability.

PFEIFER – Is the program receiving support from manufacturers?

GAMMAGE – As a government sponsored program we are not allowed to solicit support. Some OHVAs have received donations for specific projects. For the Table Mesa cleanup the OHVA who was coordinating the event got pizza donated and some door prizes.

WHITE – If volunteers don’t want to do the public contact, can they just do the trail monitoring?

GAMMAGE – Yes, we only require that they commit to 15 hours per year and they can do the things they choose.

WHITE – Is the work done only in organized events? Can volunteers decide to patrol during the week.

GAMMAGE – We have developed “core teams” who are trained to do specific projects. They may choose to go out during the week, but it is coordinated through the agency and they know where they are, what they are doing, and when they will be finished.

BALDWIN – OHVAs cannot just put on their jersey and go out and patrol. It must be in conjunction with a sanctioned event. If they are riding on their own time, they can report things they observe.

WYSOPAL – How do we get this started in our area? I think it has a lot better effect when a peer takes the time to inform a fellow user.

BALDWIN – Discussed the history of the program from its inception by State Parks staff and funding and approval by the State Parks Board. With the loss of State Parks staff

an agreement was initiated with BLM to staff the position. The success of the program is reflected in the accomplishments listed to date and it is time to create that success all over the state. The program works because it has agency support and identified structure.

ROGERS – I think this is an excellent program and will accomplish some great things.

C5 – Discuss Creation of an OHV Newspaper and Getting the Sticker Program Information Out to the Public. The group will resume a discussion from the last meeting about the best methods to get OHV information to the recreating public.

ANTLE – Three weeks ago we had our out in the Rialto Ranch area and were stopped by the Pinal County Sheriff to check for our State Land permit. Then last Saturday we were stopped there again by a Game & Fish officer who checked for our sticker, then she asked for the State Land permit. Then on the next day, Sunday, we were stopped by the Pinal County Sheriff again who could care less about our sticker because he thinks it's a scam and he was only interested in our State Land permit. He thinks Game & Fish and State Parks are stealing us blind. Those instances indicate someone is not getting the information they need.

SIMMONS – You don't need a permit to use State Land if you have a sticker?

ROGERS – Through all the discussions prior to getting the legislation established with State Land at the table, in return for their 5% share of the fund we get to travel across their land on authorized roads. No stopping for lunch!

There are just too many people who have not been reached with the right information. People that come from out of state don't get the information. In addition to a newspaper we need a website that is always up to date. My proposal is to take our newspaper that we have been publishing for five years and distribute it statewide twice a year and include all the information we have been talking about.

SAVINO – I am proposing to offer a website (azutvexperience.com) to include information on the progress of existing grants, travel management news, down loadable GPS maps, Ambassador news, state laws, procedures to obtain stickers and how program works. Make sure the website is searchable on main search engines. The costs would include \$3,000 for one-time web design; maintenance is \$300 month; editing, travel expenses and trail mapping is \$38,000 per year. Within a month the site could be adapted and ready to use. Land managers would not have to apply for money for maps, they would be available free from this site.

PFEIFER – What do we need to do to get funding for either the newspaper or website?

BALDWIN – As we've discussed before, we need to make selection of a contractor a competitive process. The Parks Board would have to approve that use for the money.

WYSOPAL – I think this is a good idea, but even if a newspaper or website is developed, how are people going to find out about it?

SAVINO – You need to make sure the webpage comes up under any search for a related topic.

WYSOPAL – You need to link this to all the existing club websites.

ANTLE – I'd like to remind everyone that the Arizona Off-Highway Vehicle Coalition website (azohvc.com) was developed exactly for this purpose. The association supports all user groups.

The discussion then focused on getting something done. What will it take? OHVAG wants to be involved in creating a request for proposal (RFP) if the website/newspaper would need to go out to bid. Hiring someone and holding them accountable for producing the required product is the only answer. Anyone who gets the job needs to be informed and passionate about OHV activities. The Group was referred to the Utah website (atvutah.com) as an example of what needs to occur. (NOTE: As I review this website while typing these minutes, it is not apparent that the site is sponsored by a governmental agency AND it is focused on "ATVs" only.) The Group closed the discussion with instructions to John Savino to bring up the issue in his presentation to the Parks Board on Nov. 17th and request an audience with someone who can make a decision.

The Group discussed their duties and the availability of funds for the OHV program and the importance of them being recognized in the OHV community when they participate in events. They are adamant about getting some kind of logo shirt, hat, jacket, or something to identify themselves as OHVAG members. And they want to be reimbursed for travel expenses. They are not satisfied with the response that other committees and the Parks Board are not being reimbursed for expenses. The Group directed John to cover these two issues in his address to the Parks Board.

ROGERS – Moved to set a date to meet before the next regular OHVAG meeting regarding the website/newspaper issue and to make a decision on how we want to proceed.

SAVINO – Seconded the motion. Motion carried unanimous.

C6 - Review and Discuss New Member Applications for the Off-Highway Vehicle Advisory Group (OHVAG) and Consider Recommending New Members to the State Parks Board. OHVAG will discuss and review the applications of parties interested in serving on OHVAG and may make a recommendation to the State Parks Board. The status of open positions will be discussed and Donald French, recommended for membership at the August 6, 2010 meeting, may be reassigned to a different position.

ANTLE – I see that State Parks is trying to put Don in a 4-wheel drive position and UTV's are not recognized as a 4-wheel drive vehicle. They still belong with ATV's.

SAVINO – Bob (Baldwin) and I discussed my application for a second term. Since I provided a letter of support from my club's vice-president, I could be moved to an organization affiliation position. That would free up my citizen-at-large position for a prospective member who might not meet a use or organization category. We also thought since Don French does use a 4-wheel drive vehicle equally with his UTV and we will have two 4-wheel drive positions open, we could put him in one of those

positions. But, since his is not a member of an organized 4-wheel drive club, that won't work.

John also expressed his and Don French's frustration that Don's nomination has not been approved by the Parks Board yet and, therefore, he is not eligible to sit at this meeting. He was approved on August 6th and the Parks Board has met three times since then.

ROGERS – Moved to appoint John Savino to a second three-year term as citizen-at-large from Navajo County.

ANTLE – Seconded motion. Motion carried unanimous.

ROGERS – Moved that Rebecca Antle be approved to continue serving as a representative of the 4-wheel drive community from Pima County until a replacement can be appointed.

PFEIFER – Seconded motion. Motion carried unanimous.

D. REPORTS - Committee and staff reports may be written or verbal.

1. Chair's Report – No report.
2. Sub-Committee Reports – No report.
3. Staff Reports

D3a - Update on Arizona State Parks Board actions – At their October 20, 2010 the Board approved funding for the Sticker Fund Phase II projects, the Red Rock RD and Apache-Sitgreaves NF "Kids in the Woods" projects were awarded OHV Recreation Fund money and the Mohave County project was awarded RTP funds.

SAVINO – Asked about the Pima Motorsports Park project that was tabled at the last meeting until someone could go by there and see what is going on.

PFEIFER – I did go there regarding some business I had for my company. Charlie Quiroz was there and said he is not operating the PMP but is interested in applying when Pima County announces the RFP.

BALDWIN – The kart track is not an eligible applicant as a 501C. The application needs to come from Pima County and since Charlie is not the vendor of record, they would not do that.

[NOTE ADDED TO MINUTES: The Southern Arizona Kart Club, Inc. application is not eligible under the "Sticker Fund Project Selection Program" process and cannot be considered for funding. Therefore, it will not be on the next OHVAG agenda.]

D3b – Staff will bring the group up to date on the status of all Sticker Fund projects awarded and the status of the OHV Recreation Fund.

BALDWIN – Provided the Group with a chart indication the status of projects.

SIMMONS – Are there established timeline requirements for grant projects and, if so, what is the process for getting a time extension?

PFEIFER – We did have requirements that the Sticker Fund projects be completed by the end of June. They were also supposed to be NEPA ready projects.

BALDWIN – In the future we will require them to provide the SHPO clearance with the application. We were trying to expedite the process and they were trying to expedite the process and it just didn't work that way.

ROGERS – The bottom line is we need to get the money out or it will get raided. We need to work with them and give them the time they need and we need to be firm.

BALDWIN – If a project is 80%, you don't want to say your time is up and yank the money and leave the project incomplete. That doesn't do any good. I monitor progress on the projects and if I see nothing is happening, I call the project sponsor and try to find out why nothing is happening. When I get responses like "the guy that was handling that project is gone and no one has taken over yet", all I can do is keep hounding them. We can definitely require them to make a presentation to OHVAG before we approve an extension. I think that will get their attention.

SAVINO – We could help if had access to the project managers and could go talk to them.

BALDWIN – If you let me know you want to visit a site, I will send the project sponsor an email to introduce you and you can arrange a time that is convenient with them.

ANTLE – Does the grant say SHPO is required? Can they have some time after the grant is awarded to get it done?

BALDWIN – They aren't supposed to apply until they know the cultural surveys have been done. Then we can get them cleared through SHPO before we award the money. We run into problems if they think it has been done and then find something that stops the project.

STATUS OF THE OHV RECREATION FUND – Report provided.

D3c – Staff will present information on the status of OHVAG shirts. – Quote provided.

SAVINO – Who put the kibosh to the shirts, business cards, etc. to identify us as representatives of the Parks Board?

BALDWIN – State Parks executive staff.

E. CALL TO THE PUBLIC

SIMMONS – Thanked OHVAG for the time they put in. Introduced himself. Worked for AGFD 13½ years fulltime. I was an intern and dispatcher before that. Served as wildlife manager. Worked for Department of Public Safety for three years. Have been in this position (replaced Joe Sacco as OHV Law Enforcement Program Manager) for about a month. I am finding out that there are a ton of issues involved, like dust

management in Maricopa & Pinal Counties, meeting with the user groups. I wanted more of a challenge than just making highway stops and man am I getting it. I'm excited about working with you guys.

About the OHV Law Enforcement Program: We have two fulltime officers in the field (Dave Mayer - west valley & Geoff Hossack - east valley) and two more completing training (Larry Pennington – Prescott Valley & Alan Forney - Tucson) We made conditional offers to five more individuals who will begin training soon upon completion of background checks. Two were wildlife officers, one is peace officer from out of state, and two are from other areas of AGFD. They won't be in the field until 2012.

SAVINO – I understand the seven of those officers are funded by the sticker legislation. Where is the rest of the money coming from?

SIMMONS – Some of them are being split funded with money from our Coast Guard fund. They will be doing watercraft and wildlife enforcement part of the time. The advantage is that they will be in the field 90% of the time and can enforce whatever they need to.

SAVINO – Brought up issue of forest service 50" rule and asked if the AGFD officers would be enforcing it.

SIMMONS – We can only enforce state law. The new people will be assigned to Flagstaff, Yuma, Kingman, Tucson, and two to White Mountains (Show Low area & Springerville area)

ROGERS – We are losing money because MVD is not sending out renewal notices. MVD wants out of it.

SIMMONS – AGFD requested their data and will try to figure out how we can use it to encourage renewal. We did pay \$7000 for the data.

SAVINO – MVD is sending a renewal notice for the \$3 registration fee. It probably costs them more to send that out than they make.

SIMMONS – The sticker is good for 12 months, so the registration and sticker renewal may be at different times. You will get a reminder for your registration, but not your sticker.

F. SUMMARY OF CURRENT EVENTS, MATTERS OF BOARD PROCEDURE, REQUESTS AND ITEMS FOR FUTURE AGENDAS

PFEIFER – Pima Motorsports Park, report from SAVINO's presentation to State Parks Board.

G. TIME AND PLACE OF NEXT MEETINGS – The date for the next OHVAG meeting will be set to coincide with the review and recommendation of the OHV Ambassador Program expansion grants. February 25, 2011 was suggested.

SAVINO – Suggested a meeting in the Kingman area and also in Pinetop.

H. ADJOURNMENT – Moved by ROGERS, second by SAVINO. Motion carried unanimous @ 5:36pm.

Discussion of OHVAG Issues.

Background

Annually in November the Parks Board asks each of its advisory committees to make a presentation on their accomplishments and challenges during the past year. On November 17, 2010 John Savino addressed the Parks Board on behalf of OHVAG and asked for a review of the following OHVAG concerns:

1. One Parks Board member should represent OHV interests.
2. Why was Don French's recommendation for appointment to OHVAG to fill a vacant position (action taken by OHVAG at August 8, 2010 meeting) not addressed by the Parks Board sooner than the November 17, 2010 meeting?
3. The OHVAG is involved in managing the OHV program that currently has two active funding sources that provide funds for administration of the program. Staff has been reduced in the OHV program area, what is happening to the administration portion of OHV Recreation Fund
4. OHVAG would like to get shirts, caps, business cards, or the like to identify them when they represent OHVAG / State Parks Board at public events or other business.
5. The OHVAG wants to be reimbursed for travel expenses.
6. What is the best way to fund a statewide OHV website / webmaster and newspaper?

The group will meet for a short time to consolidate their thoughts. Then, Assistant Director, Jay Ziemann will join the meeting to discuss their concerns.

OHVAG may make a recommendation to the Parks Board regarding any of these issues.

OHVAG
February 25, 2011

ACTION ITEM
Agenda Item: C 4

**Review Status of BLM-Kingman Field Office Recreational Trails Program
Motorized Project#47601, Music Mtn/Crozier Inventory/Signage/Map Development
Reconsider Project End Date Extension**

Background

On September 21, 2006 the Arizona State Parks Board approved funding for Recreational Trails Program Motorized Portion Project #47601, Music Mtn/ Crozier Inventory/ Signage/ Map Development in the amount of \$104,500. The participant is the BLM-Kingman Field Office. The original scope includes route inventory, trail information/ map, and signage. The original project end date was March 13, 2010.

BLM-Kingman Field Office requested a time extension in 2010 because they were not able to complete all of the inventory identified in the scope of the project. A one-year extension to March 13, 2011 was granted by administrative process.

BLM-Kingman Field Office requested this second time extension because they have only completed 95% of the inventory and still need to install the signs and produce the map. The project sponsor has been reimbursed for \$50,038 in eligible expenditures.

OHVAG met on November 12, 2010 to review the staff recommendation to extend the project end date for this project by 12 months. The Group determined that project sponsors should be more accountable for completing projects in a timely manner and suggested that staff require all sponsors of motorized trail projects to appear before the Group anytime they are requesting a time extension. The Group wants them to report on the current status of the project and explain the challenges that have kept the project from proceeding quicker. This recommendation was forwarded to the Parks Board.

At their November 17, 2010 meeting the Parks Board approved extending the project end date by 12 month conditionally upon providing a status report including documentation and attending the next OHVAG meeting to discuss project progress.

Current Status

Attachment A4 is documentation provided by the project sponsor and he has indicated he will be bringing some maps and be available to answer questions.

OHVAG may make a recommendation to staff or the Parks Board regarding future requirements of the project sponsor.

OHVAG Recommendation

Arizona State Parks,
Off-Highway Vehicle Advisory Group Briefing
AZ State Parks RTP Grant #470601

DATE: February 25, 2011

FROM: Len Marceau, Outdoor Recreation Planner, BLM, Kingman Field Office, (928) 718-3724

SUBJECT: Arizona State Parks, Recreational Trails Program (Motorized Portion) Grant #470601

I. INTRODUCTION

Bureau of Land Management, Kingman Field Office is requesting another one year extension to March 13, 2012 to complete the work on the Music Mountains and Crozier Inventory/Signage/Maps Project.

The original project #470601 was for the period of March 13, 2007 to March 13, 2010.

A one year extension was granted for the period of March 13, 2010 to March 13, 2011.

II. BACKGROUND

The Music Mountains and Crozier Inventory/Signage/Maps Project has been inventoried for 95% of the routes within the grant period, March 13, 2007 to September 30, 2010. Kingman Field Office is currently in the process of completing the inventory of the Crozier Unit. Kingman Field Office has contracted with Advanced Resource Solutions, Inc to complete the route inventory of the Crozier Unit in the spring of 2011. The Music Mountains Unit route inventory was completed in the spring of 2010.

Once the inventory is completed, the signage portion of the grant would be completed. Advanced Resource Solutions, Inc would be contracted to complete the sign installation in the spring/summer of 2011.

The map portions of the grant would be completed by the BLM Arizona State Office and the BLM Kingman Field Office with assistance from Advanced Resource Solutions, Inc prior to March 13, 2012.

OHVAG
February 25, 2011

ACTION ITEM
Agenda Item: C 5

**Review Status of BLM-Kingman Field Office Recreational Trails Program Motorized
Project#470702, Cerbat Mtn/White Hills Inventory/Signage/Map Development
Reconsider Project End Date Extension**

Background

On September 20, 2007 the Arizona State Parks Board approved funding for Recreational Trails Program Motorized Portion Project #470702, Cerbat Mtn/White Hills Inventory/Signage/Map Development in the amount of \$85,626. The participant is the BLM-Kingman Field Office. The original scope includes route inventory, trail information/map, and signage. The original project end date was January 31, 2011.

BLM-Kingman Field Office requested a time extension because they were not able to complete all of the inventory identified in the scope of the project. A one-year extension to January 31, 2012 was granted by administrative process. The project sponsor has been reimbursed for \$7,532 in eligible expenditures.

This project was not presented to OHVAG at their November 12, 2010 meeting because it is a request for a first time extension. However, because OHVAG has requested a review of all projects prior to recommending an extension and the project sponsor will be present regarding another project, he will present an update on this project.

Current Status

Attachment B5 is documentation provided by the project sponsor and he has indicated he will be bringing some maps and be available to answer questions.

OHVAG may make a recommendation to staff or the Parks Board regarding future requirements of the project sponsor.

OHVAG Recommendation

B5

Arizona State Parks,
Off-Highway Vehicle Advisory Group Briefing
AZ State Parks RTP Grant #470702

DATE: February 25, 2011

FROM: Len Marceau, Outdoor Recreation Planner, BLM, Kingman Field Office, (928) 718-3724

SUBJECT: Arizona State Parks, Recreational Trails Program (Motorized Portion) Grant #470702

I. INTRODUCTION

Bureau of Land Management, Kingman Field Office is requesting a one year extension to January 11, 2012 to complete the work on the Cerbat Mountains and White Hills OHV Improvements Project.

The original project #470702 was for the period of January 31, 2008 to January 31, 2011.

II. BACKGROUND

The Cerbat Mountains and White Hills OHV Improvements Project has been inventoried for 85% of the routes within the grant period, January 31, 2008 to January 31, 2011. Kingman Field Office is currently in the process of completing the inventory of the Cerbat Mountains Unit. Kingman Field Office has contracted with Advanced Resource Solutions, Inc to complete the route inventory of the Cerbat Mountains Unit in the spring of 2011. The White Hills Unit route inventory was completed in the spring of 2010.

Once the inventory is completed, the signage portion of the grant would be completed. Advanced Resource Solutions, Inc would be contracted to complete the sign installation in the spring/summer of 2011.

The map portions of the grant would be completed by the BLM Arizona State Office and the BLM Kingman Field Office with assistance from Advanced Resource Solutions, Inc prior to January 31, 2012.

20

OHVAG
February 25, 2011

ACTION ITEM
Agenda Item: C 6

**Review Status of BLM-Safford Field Office Recreational Trails Program
Motorized Project #470602, Gila Bend RNCA Inventory/Signage/Map Development
Reconsider Project End Date Extension**

Background

On September 21, 2006 the Arizona State Parks Board approved funding for Recreational Trails Program Motorized Portion Project 470602, Gila Bend RNCA Inventory/Signage/Map Development in the amount of \$56,500. The participant is the BLM-Safford Field Office. The original scope includes route inventory, trail information/ map, and signage. The original project end date was February 8, 2010.

BLM-Safford Field Office requested a time extension in 2010 because they were not able to complete all of the inventory identified in the scope of the project. A one-year extension to February 8, 2011 was granted by administrative process.

BLM-Safford Field Office requested a second time extension because they have only completed 95% of the inventory and still need to install the signs and produce the map. The project sponsor has been reimbursed for \$42,874 in eligible expenditures.

OHVAG met on November 12, 2010 to review the staff recommendation to extend the project end date for this project by 12 months. The Group determined that project sponsors should be more accountable for completing projects in a timely manner and suggested that staff require all sponsors of motorized trail projects to appear before the Group anytime they are requesting a time extension. The Group wants them to report on the current status of the project and explain the challenges that have kept the project from proceeding quicker. This recommendation was forwarded to the Parks Board.

At their November 17, 2010 meeting the Parks Board approved extending the project end date by 12 month conditionally upon providing a status report including documentation and attending the next OHVAG meeting to discuss project progress.

Current Status

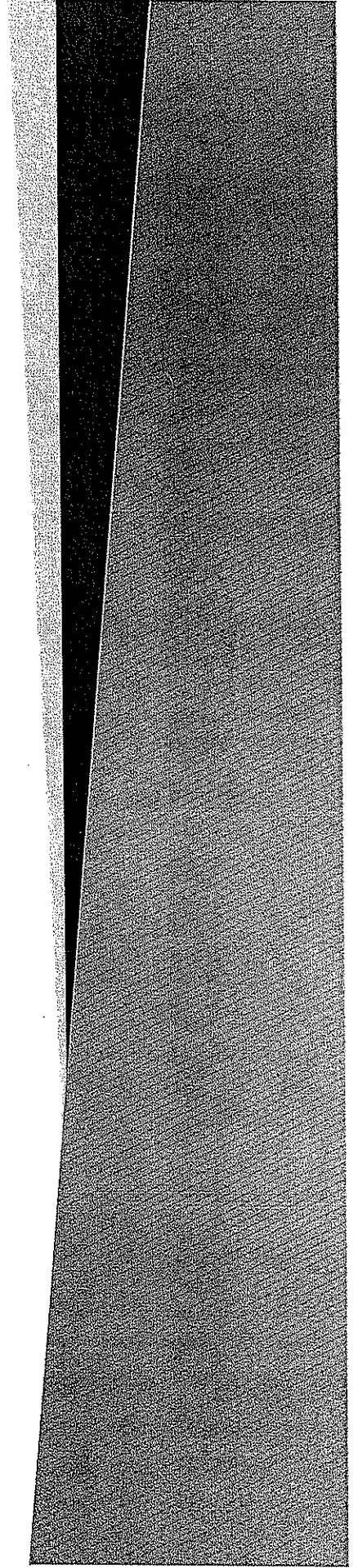
Attachment C6 is documentation provided by the project sponsor and he has indicated he will be bringing some maps to the meeting and be available to answer questions.

OHVAG may make a recommendation to staff or the Parks Board regarding future requirements of the project sponsor.

OHVAG Recommendation

Gila Box Inventory/Signage/ Map Development

Recreational Trails Program (Motorized
Portion) Project #470602

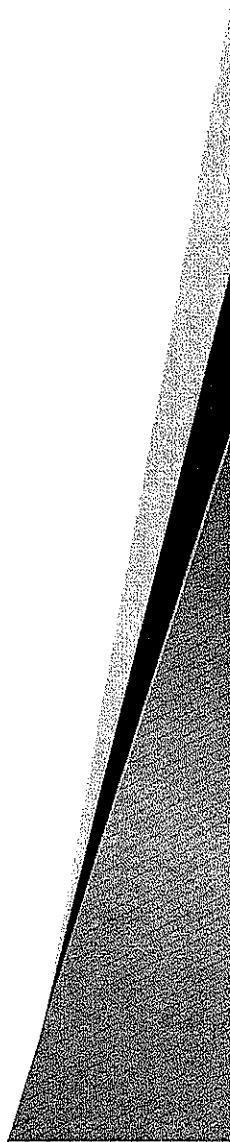


C6

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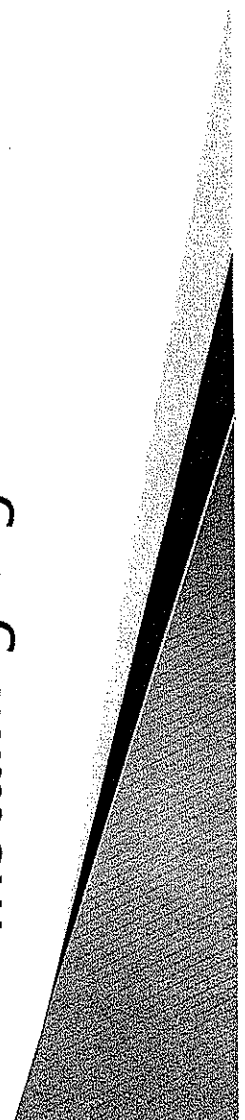
Protect Access To Trails

- ▶ This scope item has been completed
- ▶ Included contract with Advanced Resource Solutions to perform the inventory.
- ▶ Route Inventory was completed in the fall of 2007.



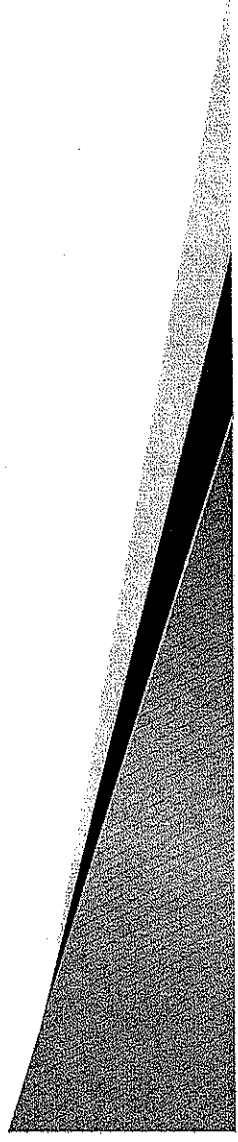
Provide Signage

- ▶ Fiberglass posts and decals for the route signs have been ordered and received.
- ▶ Installation of route signs will occur once the Gila Unit Travel Management Plan is approved/finalized.
- ▶ Depending upon time frame for plan approval, we may need to amend the grant to delete labor and volunteer support for installing signs.



Provide Trail Information / Maps

- ▶ Production and Printing of the Access Guides.
- ▶ Maps were produced
- ▶ Access guide development and printing would be contingent on approval of travel management plan. This will be removed from the grant with an amendment due to time frame.



Problems Encountered

- ▶ We were ready to go out with a draft TMP in fall of 2010.
- ▶ Then we were informed by ARS that additional routes were showing up on photo interp maps that were not inventoried or evaluated.
- ▶ We are currently working on evaluating routes for the Rest of the Safford Field Office so we added in the ones for the Gila Unit.
- ▶ These routes may still need ground proofing.
- ▶ Awaiting maps generated by our GIS and ARS showing the photo interp maps.
- ▶ It is hoped that the draft plan will go out this year.

OHVAG
February 25, 2011

ACTION ITEM
Agenda Item: C 7

**Review Status of Prescott National Forest Recreational Trails Program
Motorized Project #470603, Copper Canyon OHV Trailhead Development
Reconsider Project End Date Extension**

Background

On September 21, 2006 the Arizona State Parks Board approved funding for Recreational Trails Program Motorized Portion Project #47603, Copper Canyon OHV Trailhead Development in the amount of \$178,486. The participant is the Prescott National Forest. The original scope includes a new trailhead, trail renovation, a trail map and information, signage, and a restroom. The original project end date was February 8, 2010.

Prescott NF requested a time extension in 2010 because staff shortages have delay completion of the design for the new trailhead. On January 10, 2010 an administrative amendment extended the project end date to February 8, 2011.

Prescott NF requested a second time extension because they need additional time for internal review of the draft design plan. The project sponsor has been reimbursed for \$22,856 in eligible expenditures.

OHVAG met on November 12, 2010 to review the staff recommendation to extend the project end date for this project by 12 months. The Group determined that project sponsors should be more accountable for completing projects in a timely manner and suggested that staff require all sponsors of motorized trail projects to appear before the Group anytime they are requesting a time extension. The Group wants them to report on the current status of the project and explain the challenges that have kept the project from proceeding quicker. This recommendation was forwarded to the Parks Board.

At their November 17, 2010 meeting the Parks Board approved extending the project end date by 12 month conditionally upon providing a status report including documentation and attending the next OHVAG meeting to discuss project progress.

Current Status

Attachment D7 is documentation provided by the project sponsor and he has indicated he will be bringing some maps to the meeting and be available to answer questions.

OHVAG may make a recommendation to staff or the Parks Board regarding future requirements of the project sponsor.

OHVAG Recommendation

Project Summary Contents

1. Executive Summary
2. Historical Timeline of Project
3. Grant Information
4. Project Accomplishments
 - a. Trail Construction
 - b. Final Site Plans
 - c. Contract Solicitation Package
 - d. Project Completion Timeline
5. Appendix A-I Supporting Documents

1. Executive Summary:

The Copper Canyon Trailhead Project, a multi-use trailhead concept site in the heart of Camp Verde on the Prescott N.F. was originally conceptualized in 1997 by town of Camp Verde and Verde District Ranger. In 2004 public scoping occurred with positive input and support¹. NEPA for the site was completed in 2006 and Decision Notice (DN) and Finding of No Significant Impact (FONSI) were signed on June 6, 2006². A Recreational Trails Project (RTP) grant application was submitted to State Parks for \$178,486.00 with a participant match from the community of \$28,212.00. The grant was awarded and a participant agreement was signed in February of 2007 with an expiration of Feb 8, 2010. In 2008 approx 1 mile of new trail was built in preparing for the new trailhead. In 2009, site planning was underway and a preliminary site plan was completed³.

Through 2009 and 2010, the economic downturn, and staffing changes seriously stalled the progress of this project. Questions arose regarding a firm commitment of contributions and staffing changes impeded communications. The preliminary design was adjusted and modified but could not be finalized. In late 2009 the 1st project extension was requested and approved to Feb 8, 2011.

At August 31, 2010 coordination meeting with the town, participant contributions and support was re-affirmed by Mayor Bob Burnside. Mayor Burnside assumed the coordination duties for the town and would see the project to completion. Site plans were readjusted and reviewed by the town to proceed. In October of 2010 a second extension

¹ Project Scoping letter and Comment report (Appendix A)

² NEPA Documents (EA /Decision Notice and Finding of No Significant Impact (Appendix B)

³ 2009 Multi-use Trailhead Concept Design(Appendix C)

Highway Vehicle Advisory Group (OHVAG) on Feb 25, 2011. These stipulations were the outcome of negotiations between OHVAG and State Parks due to several RTP projects Statewide that were behind schedule and requesting further extensions.

2. Project History Timeline

- **1997** – Project Conceptualized with Town of Camp Verde and Verde Ranger Tom Benomo
- **2004**- Initial Public Scoping
- **March 29, 2006** –Application Submitted
- **July, 2006** –NEPA Completed, Decision Notice signed by Verde District Ranger Dee Hines.
- **October 8, 2006** – Grant Awarded (3year Grant)
- **February 2, 2007** – Grant Participant Agreement Signed
- **2008** -2nd Quarter Progress Reports 100% completion of Trail Renovation (Approx 1 mile of new trail and ½ mile of trail obliteration) and 15% of Topographic Survey Completed.
- **Fall 2009** – 1st Grant extension request for 1 year to Feb 8, 2011
- **January 2010** –Meeting with Town of Camp Verde to discuss project, Indicated that support for the project from contributors had declined due to economic downturn.
- **February 2010** –Site designs adjusted (removed toilet) to account for match loss from town contributors.
- **March 2010** –Verde District Ranger, Dee Hines is reassigned to Black Mesa RD on Apache-Sitgreaves N.F.
- **August 2010** – Meeting with New Camp Verde Mayor Bob Burnside and Lynn Reddell to obtain status of contributors and review draft design. Contributions from community were affirmed and design plans reviewed.
- **August 2010** –2nd Grant extension request of 1 year to Feb 8, 2012.
- **September 2010** – New Verde District Ranger, Celeste Gordon
- **Oct 2010** -3rd Quarter Progress Reports 95% completed on surveying and draft plans
- **Nov 16, 2010** – State Parks Board grants extension with conditions.
- **January 20, 2011** – USFS Submits 2010 4th Quarter Project Status report and Final Design Plans with Contract Solicitation package to AZ State Parks for review and final approval.

3. Grant Information

In 2006 an Recreational Trail program Grant was awarded and a Grant Participant Agreement was entered into between State Parks and the Prescott National Forest on February 2, 2007. The agreement describes a grant award of \$178,486.00 with an associated participant match of \$28,212.00. The participant match is made up of various entities within the Verde Valley. The donations are in the form of raw building and construction materials, equipment, labor, services (surveying, welding) and cash. (Table 1).

Table 1. Current Donor, Donation and Donor Match Value⁴

Donor*	Donation	Donor Match Value
<i>D & D Fence</i>	Install 1034 Lf fencing / welding	\$8272.00
<i>Rezzonico Welding</i>	16 hours of welding	\$1040.00
<i>Civil Engineer</i>	20 Hours	\$1700.00
<i>Rocky Construction</i>	Equipment / labor	\$10,200.00
<i>Verde Valley Horesmen</i>	Kiosk Sign Development (Cash)	\$1000.00
<i>Camp Verde Feeds</i>	Labor	\$1300.00
<i>Hossco Construction</i>	Dump Truck Time (4 hours)	\$240.00
<i>Rosebud Pecan Ranch</i>	Light Tractor Work (16 hours)	\$960.00
<i>GBG Ent. Inc.</i>	Landscape Materials	\$500.00
<i>Rinker Materials</i>	Base Coarse Materials	\$1000.00
<i>Yavapai- Apache Sand & Rock</i>	ABC material	\$525.00
11 Donors contributing to original participant match total of:		26,737.00
<i>Yavapai County 2008</i>	144 tons of 3/8 chips and 70ft of Culvert material.	\$4439.18
12 Donors Contributing to the participant match Total of:		\$31,176.18

4. Project Accomplishments

a. Trail Renovation

In 2008 initial topographic surveys (15%) were completed for preliminary site design and the re-routing of Trail 545. Approximately 1.0 miles of new trail was built to re-route Trail 545 around the project site. (Figures 1 & 2). The re-route was constructed through a WCF Work Order Agreement, No. U30-07-

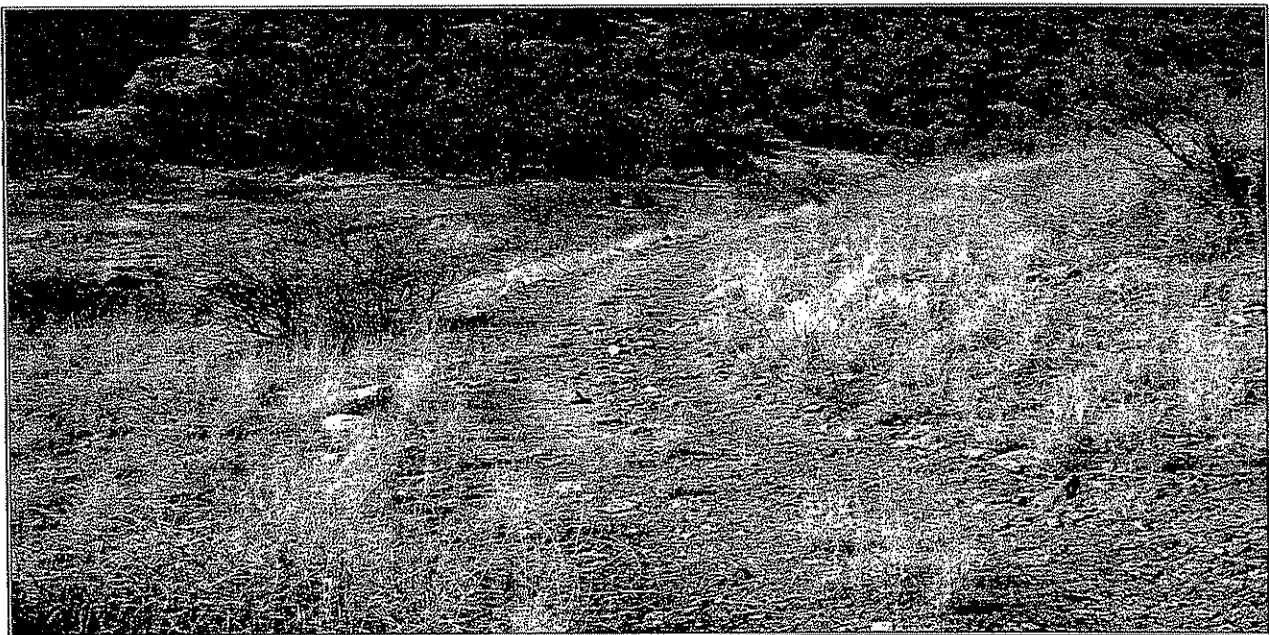
⁴ Town of Camp Verde letter dated January 18, 2011 confirming donations with copies of donor letters of commitment. (Appendix E)

09 between a USDA Forest Service Enterprise Unit, Trails Unlimited, and the Prescott National Forest in 2007. Total project cost for this portion of the project was \$22,300.00⁵.

Figure 1. Junction of Existing Trail 545 (Right Center) and re-route (Left Center)



Figure 2. A portion of Trail 545 re-route completed by Trails Unlimited in 2008.



⁵ Trails Unlimited Agreement No. U30-07-09 (Appendix F)



TOWN OF CAMP VERDE

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆ (928) 567-6631 FAX 567-9061

www.cvaz.org

towncouncil@cvaz.org

D7

January 18, 2011

Thomas A. Palmer
Recreation Program Manager
Prescott National Forest, SW Region
300 E. State Route. 260
Camp Verde, AZ 86322
tpalmer01@fs.fed.us

Dear Tom:

You will find attached a list of updated donations from volunteers within the Verde Valley for the Copper Canyon Trailhead. It is our pleasure to partner with the Prescott National Forest and others to accomplish this trailhead.

I am looking forward to joining you on February 25th for the presentation to State Parks.

Sincere Regards,

Mayor Bob Burnside

cc: Ophelia Goatson-James
Prescott National Forest
344 S. Cortez Street
Prescott, AZ 86303



Donation List – Updated 1-18-2011

<u>Contributor</u>	<u>Service</u>	<u>Amount</u>
D&D Fence	Installation of 1034 LF Fencing	\$ 8,272.
Rezzonico Welding	16 Hours Installation of gates, signs, & hitching posts	\$ 1,040.
Civil Engineer	20 Hours Survey services [TCE, Pipe rail Fencing layout]	\$ 1,700.
BNS Enterprises	Blade, water truck and backhoe services [Grub Site]	\$10,200.
Verde Valley Horsemen	Kiosk – Educational/Safety	\$ 1,000.
Yavapai County	144 tons 3/8" chips and 70 feet of 48" culvert	\$ 4,439.18
Camp Verde Feed	Fork Lift [20 hours]	\$ 1,300.
Hossco Construction	Dump truck time [4 hours]	\$ 240.
Rosebud Pecan Ranch	Light tractor work [16 hours] [OHV Loading ramp]	\$ 960.
GBG Ent Inc.	Landscape Materials	\$ 500.
Yavapai-Apache Sand & Rock	ABC Material	\$ 525.
Rinker Materials	Base Coarse Materials	<u>\$ 1,000.</u>
		\$31,176.18

COPPER CANYON TRAILHEAD - PROJECT TIMELINE

Revised: 1/20/11 O.Goatson-James

	TASK	OPR	NOV	DEC	JAN 11	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	JAN 12	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
1.0	Pre-work																								
1.1	Admin	T. Palmer																							
1.2	Contact Town for Coordinator	T. Palmer																							
1.3	Coordinate with Town on volunteer work	T. Palmer																							
1.4	Status Report to OHVAG	T. Palmer																							
1.5	Meeting with State	T. Palmer																							
2.0	Site Design																								
2.1	Survey (completed)	Volunteer																							
2.2	Design/Contract Prep	FS																							
2.3	State Review	State																							
2.4	Prepare, Advertise & Contract	Award FS																							
3.0	Site Construction																								
3.1	Trail relocation (completed May 2008)	B.Cook																							
	Access Road Reconstruction	?																							
3.3	Clearing	Donor																							
3.4	Site work	Contractor																							
3.5	Parking lot construction	Contractor																							
3.6	Delivery & Installation of Toilet	CXT																							
3.7	Delivery & Installation of Tables, Grills, Posts	Contractor																							
3.8	Construction of ATV ramp	Donor																							
3.9	Fence installation	Donor																							
4.0	Horn Saloon																								
4.1	Fencing	Donor																							
4.2	Interpretative Signage	Donor																							

**Select a Representative to Serve on the
OHV Ambassador Program Governing Council.**

Background

The Off-Highway Vehicle Ambassador Program (OHVA Program) was conceived and developed through the joint efforts of Arizona State Parks (ASP), Arizona Game and Fish Department (AGFD), the Bureau of Land Management (BLM) AZ State Office, Tonto National Forest (FS), and many concerned off-highway vehicle (OHV) users. The Arizona State Parks Board approved the program concept and appropriated funds from the Off-Highway Vehicle Recreation Fund to purchase the initial supplies, fund a program coordinator, and meet initial training costs. The BLM and AGFD have provided additional funding for program support personnel, training costs, and educational material. The pilot program began in 2007 at three high-use sites around the Phoenix area. Based on the impressive statistics and acknowledged success of the program, land and resource managers have requested that the program be expanded. At the June 16, 2010 meeting the Parks Board set aside \$75,000 from the Off-Highway Vehicle Recreation Fund to be offered as three \$25,000 grants to non-profit OHV groups to coordinate the OHV Ambassador Program around the state.

Current Status

A Memorandum of Understanding between ASP, AGFD, BLM – Arizona State Office, and the USDA Forest Service – Region 3 is being executed to oversee the operation of the OHVA Program. This Council is being established under this MOU to give the participating agencies an active role in determining the goals and objectives of the OHVA Program and input into the coordination of the program. By-laws for the Council will be adopted at their first meeting. A draft of the by-laws includes these suggestions:

1. COMPOSITION OF THE COUNCIL. The Council shall consist of the following members:
 - A representative from ASP appointed by the Executive Director or Designee;
 - A representative from AGFD appointed by the Director or Designee;
 - A representative from the BLM appointed by the State Director or Designee;
 - A representative from the USDA Forest Service appointed by an appropriate officer;
 - A representative from the Off-Highway Vehicle Advisory Group (OHVAG) appointed by vote of the group; and
 - Two representatives from the OHVA Program with at least two years of experience as an OHV Ambassador selected by vote of all active OHV Ambassadors. After the initial two years one of these positions will be filled by the volunteer coordinator of a satellite unit selected by the Council from nominated candidates.
2. AGENCY RESPONSIBILITY TO THE COUNCIL. Representatives from the supporting agencies will serve at the discretion of the agency head and may

be replaced any time. The agency must keep the appointment filled for the duration of the OHVA Program MOU.

3. OHVAG RESPONSIBILITY TO THE COUNCIL. OHVAG will select one of its members to serve on the Council and will keep that appointment filled for the duration of the OHVA Program MOU.

4. OHV AMBASSADORS RESPONSIBILITY TO THE COUNCIL. OHV Ambassadors who have been active in the program for at least two years may apply to the Statewide OHV Ambassador Coordinator for selection by vote of active OHV Ambassadors to fill the two positions on the Council available for OHV Ambassadors.

5. TIME AND PLACE OF MEETINGS OF THE COUNCIL. The Council shall meet at a time and place as needed at the request of the Planning Team or the Council, but not less than twice per year, to review and act upon recommendations from the Planning Team.

6. DUTIES OF THE COUNCIL. The duties of the Council shall include, but not be limited to:

- Review and approve the current standards and goals as established in the Arizona OHVA Program Agency Manual (10/2010 version) AND approve changes and additions to the standards and goals.
- Review and approve policies governing the activities conducted under the OHVA Program as currently established in the Arizona OHVA Program Agency Manual (10/2010 version) AND approve changes and additions to the policies.
- Acknowledge the existence and efforts of a Planning Team as identified in the Arizona OHVA Program Agency Manual (10/2010 version) that oversees the day-to-day operation of the Program. Council members may participate on the Planning Team.
- Take action on any recommendations from the Planning Team that need Council approval.
- Direct the Planning Team to research and make recommendation on issues of importance to the Council.
- Advise participating agencies on issues regarding appropriate uses for available funds.
- Prepare an annual report on the activities, accomplishments, and partner contributions of the OHV Ambassador Program for submission to the participating agencies, partner OHVA units, and the public.

7. COORDINATION OF THE COUNCIL. The Statewide OHV Ambassador Program Coordinator will schedule meetings, produce an agenda, record and distribute minutes, and report OHVA Program results to the Council.

OHVAG Action

I move that _____ represent OHVAG on the OHV Ambassador Program Council until a replacement is selected by this Group.

OHVAG
February 25, 2011

ACTION ITEM
Agenda Item: C 9

Consider Funding Sticker Fund Project Selection Program Projects

Background

The State Parks Board they took action at their June 16, 2010 meeting to make all Off-Highway Vehicle Recreation Fund monies accumulated to date and accruing throughout fiscal year 2011 available for priority projects as they are reviewed and recommended. Staff updated the Sticker Fund Project Selection Program Phase III information and application form and this information was emailed to land managers, user groups, and other interested parties and placed on the State Parks website. Projects applications received by January 28, 2011 will be considered at this meeting.

Current Status

Two project applications requesting \$53,895 were received by the deadline. Attached are the applications including a description of the proposed work, a request for sufficient funds to complete the work, a map of the project area (as appropriate), and a letter or letters from user groups supporting each project.

OHVAG will discuss the applications and may ask questions of the project sponsor if present.

Following is a summary of the funds available for projects:

Fund Balance thru Jan 2011	\$740,636
Requested Funding	<u><\$53,895></u>
Balance of OHV Rec. Fund available	\$686,741

OHVAG Recommendation

I recommend funding the following high priority projects in the amounts of:

Prescott NF OHV Trail Improvements SF III	\$35,600
Prescott NF Law Enforcement Equipment	\$18,295

with funds from the Off-Highway Vehicle Recreation Fund and encourage the State Parks Executive Director or designee to sign the appropriate agreements.



United States
Department of
Agriculture

Forest
Service

Prescott National Forest

344 South Cortez
Prescott, AZ 86303
Phone: (928) 443-8000
Fax: (928) 443-8008
TTY: (928) 443-8001

File Code: 1580

Date: February 1, 2011

Robert Baldwin
Recreational Trails Grant Coordinator
Arizona State Parks
1300 W. Washington
Phoenix, AZ 85007

Dear Mr. Baldwin:

Please find enclosed for your review and consideration two Sticker Fund grant applications for project proposals on the Prescott National Forest. We look forward to continuing our working partnership with Arizona State Parks.

Please contact Jason Williams, Trails and Wilderness Specialist, at (928) 777-2220, or Bruce Fahrni, Recreation Team Leader, at (928) 443-8070 if you need additional information or have questions concerning these project proposals.

Sincerely,

THOMAS J. KLABUNDE
Acting Forest Supervisor

Enclosures (3)

cc: Linda L Jackson, Celeste A Gordon





Arizona Trail Riders

P.O. Box 31877 Phoenix, AZ 85046-1877 - www.ArizonaTrailRiders.org

To: OHVAG

Re: OHV Sticker Fund Grant Projects Submitted by Prescott National Forest

Date: January 31 2011

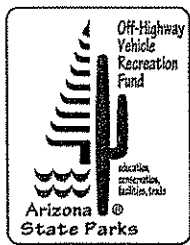
The Arizona Trail Riders support the projects listed below which were submitted by Jason Williams of the Prescott National Forest. The projects are consistent with the goals established for the OHV Sticker Fund monies and we feel would be beneficial to continued OHV recreation on the Prescott National Forest.

- Purchase of Polaris Ranger RZR Model 800 for OHV Enforcement and Education.
- Funds to begin constructing the short segments leaving the Doce Pit area to tie into existing rds, implementing Williamson Valley Alto pit EA.
- Funds to complete clearance work on existing and potentially realigned segments of trails 527, 526, and 546.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick DeStephens". The signature is stylized with a large, sweeping "R" and a long, horizontal line extending to the right.

Rick DeStephens
President – Arizona Trail Riders



STICKER FUND PROJECT SELECTION PROGRAM

Please fill out the following information and include:

- A letter on volunteer group letterhead signed by an authorized person or individual letters supporting this project.
- Map identifying the project location.
- Photos of project area to be improved (on disk or submitted by email).

Name of Managing Agency: USDA Prescott National Forest

Agency Contact Name: Jason Williams

Contact Address: 735 N. Hwy 89

City/State/Zip: Chino Valley, AZ 86323

Phone: 928-777-2220

E-Mail: jwilliams@fs.fed.us

Location of Project – include affected route numbers and/or trail names: This project will be implemented across the 1.2 million acres of the Prescott National Forest on 400 miles of OHV trails and 4x4 roads. Primary areas of operation will include but not limited to Crown King, Camp Wood, Hayfield Draw OHV Area, Mt Union, Upper Verde River, Mingus Mountain, and Alto Pit OHV Area.

Work to be performed (must be OHV-related): The Prescott NF is requesting funding for the purchase of a Polaris Ranger RZR 800 model. The three primary needs for this equipment are:

1. PNF law enforcement engagement with the OHV Ambassador Program,
2. Recreation staff administrative use for public outreach and education activities in support of the OHV Ambassador program.
3. Independent Law Enforcement activities on remote roads and trails in support of OHV sticker program compliance.

Currently law enforcement on the Prescott National Forest is only capable of using standard OHVs for limited patrols. The primary factor in need is that the RZR allows 2 LEOs to patrol an area with all necessary equipment to perform OHV stops, arrests, or other LE activities. We would outfit the machine with removable doors (LE emblem) and light bar so that it can be used for non-law enforcement activities as well. Some of the non-law enforcement activities could include OHV ambassador events, public contact training with volunteers and staff, tours for line officers and other FS staff not qualified to operate OHVs, and project work where equipment and supplies can be hauled on the machine.

Provide Estimated Costs for the Work Described Above: The prices below were provided by Star Island Motorsports

2011 Polaris RZR: \$11,599 ; 3 year warranty: 749.99; Street Legal Pkg: 249.99; Winch: 499.99; Doors: 619.99; Roof: 349.99; Windshield: 249.99; Aux Battery Kit: 299.99; extra battery: 119.99; 5 point harnesses: 259.98; tires: 515.96; 2 helmets: 299.98; In helmet communication: 430.00; AZ Trailer 5.5x10: 1,250.00; Installation Costs: 800.00 **TOTAL COST: \$18,294.84**

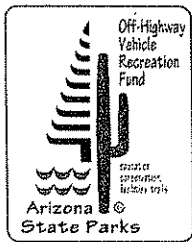
Identify an approximate project start date and anticipated completion date: Project Start Date would upon acquisition of equipment and for the life of the machine, minimum of 5 years.

Requested Funds: \$18,294.84

Match Amount (if any): Law Enforcement will purchase removable equipment for their use only

Mail Application and supporting documents to: ARIZONA STATE PARKS, Attn: Robert Baldwin, Recreational Trails Grants Coordinator, 1300 W. Washington St., Phoenix, AZ 85007

You may request an application in MSWord format from Robert Baldwin: rbb2@azstateparks.gov



STICKER FUND PROJECT SELECTION PROGRAM

Please fill out the following information and include:

- A letter on volunteer group letterhead signed by an authorized person or individual letters supporting this project.
- Map identifying the project location.
- Photos of project area to be improved (on disk or submitted by email).

Name of Managing Agency: USDA Prescott National Forest

Agency Contact Name: Jason Williams

Contact Address: 735 N. Hwy 89

City/State/Zip: Chino Valley, AZ 86323

Phone: 928-777-2220

E-Mail: jwilliams@fs.fed.us

Location of Project – include affected route numbers and/or trail names: This project will work directly in implementing the construction of OHV trails as analyzed in the Williamson Valley Alto Pit Environmental Assessment (EA) as well as future OHV trail maintenance priorities in the Verde Valley on trail 527, 526, and 546. Specifically on 2.6 miles of new trail to be constructed/converted from Dosie Pit Rd on the Bradshaw Ranger District. There is approximately 2 miles of unauthorized 4x4 roads that were converted in the EA to become 50" trail through this project and approximately .6 mile of new construction.

Work to be performed (must be OHV-related): Williamson Valley Alto Pit EA: The 1st priority is to complete the layout work for the .6 mile of new trail segments (segment muO on attached map) and analyze the existing 2 miles of 4x4 road segments (segment muP) for reroute to make an effective and sustainable trail. Second priority is to submit for cultural clearance for these layouts as the EA analyzed the theoretical location of these trails and did not complete cultural survey during the analysis, all other environmental analysis concerns were addressed in the EA. Third priority is to begin and complete construction and signing. Cultural survey would cover a 60ft wide corridor along the proposed trail.

Verde Valley Trail#527, 526, and 546: In completing last years grant request the forest realized we did not have cultural clearance for a few of our trails in the Verde Valley/Hayfield Draw area. We need to maintain these trails in the future as they are important trails that are accessed from our primary OHV facility in the Verde Valley. This request is for cultural clearance work on existing and potentially realigned segments of trails 527, 526, and 546 totaling about 6 miles of cultural survey with a 60ft corridor

All cultural clearance work will be contracted out to the FS regional office IDIQ contractor list.

Provide Estimated Costs for the Work Described Above:

Layout work: 10 days @ 250/day = \$2,500

Cultural Clearance: 8.6 miles @ \$500/mile = \$4,300

Trail Construction: 10 days @ \$2,880/day = 28,800

The trail construction cost is the approximate cost for using the Forest Service's Trails Unlimited Enterprise Team, which tends to be on the high side, but dramatically limits the administrative cost to the forest in administering a traditional contract. Attempts will be made to schedule the trail work for fall 2011/spring 2012 immediately upon award of the grant. Otherwise traditional contracting or FS crews will complete the work.

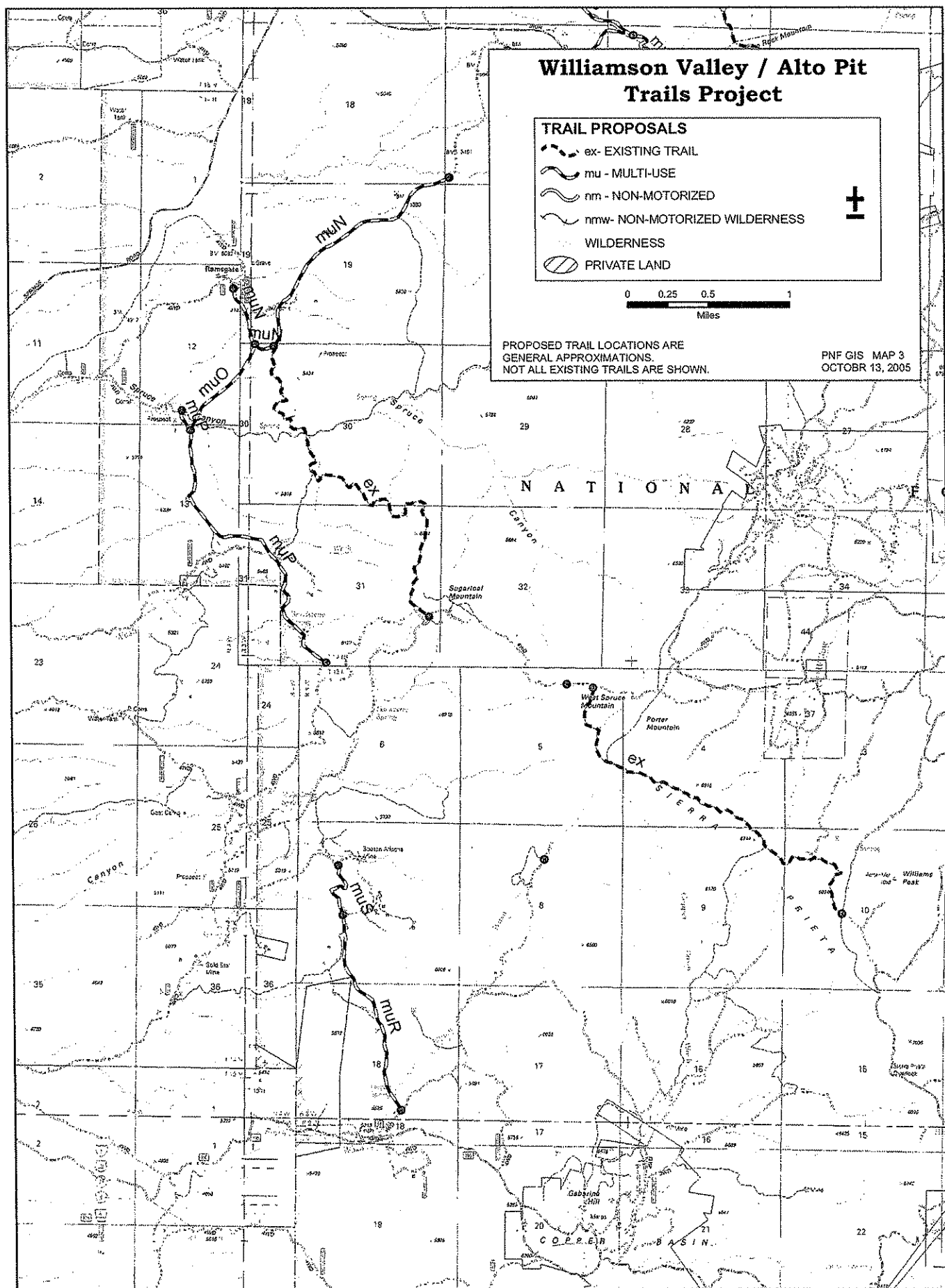
Identify an approximate project start date and anticipated completion date: Start date would be October 2011 and completion would be May 1st 2012.

Requested Funds: \$35,600

Match Amount (if any): Forest Service Administrative Time

Mail Application and supporting documents to: **ARIZONA STATE PARKS, Attn: Robert Baldwin, Recreational Trails Grants Coordinator, 1300 W. Washington St., Phoenix, AZ 85007**

You may request an application in MSWord format from Robert Baldwin: rbb2@azstateparks.gov



Consider Funding the FY 2010 OHV Ambassador Program Grant Applications

Background

At their June 16, 2010 meeting the State Parks Board appropriated \$75,000 from Off-Highway Vehicle Recreation Fund to be awarded as three \$25,000 grants to expand the Statewide OHV Ambassador Program (OHVA Program). Staff prepared a manual and announced the grant opportunity. The grant funds will be used to purchase a trailer and other equipment necessary to conduct Ambassador events and to fund operation of the OHVA Program for three years. Three project sponsors submitted the required application and documentation by the January 28, 2011 deadline.

Current Status

A review team scored the applications per the criteria in the approved FY 2010 OHV Ambassador Program Expansion Grant manual. Attachment F10 shows the name of the applicant, the partner agency, and rating score. The project sponsors must produce a signed agreement with their agency partner that meets the requirements of the OHVA Program before a Participant Agreement can be signed with State Parks.

Staff Recommendation

Staff recommends awarding \$25,000 OHV Ambassador Program Grants to the Community Forest Trust and the White Mountain Open Trails Association. The recommended funding is as follows:

Total Available for Grants	\$	75,000
Total Recommended Awards	\$	(50,000)
Uncommitted Balance	\$	<u>25,000</u>

Rationale for recommendation: The Arizona State Parks Strategic Plan directs staff to ensure the allocation of OHV Recreation Fund grant dollars to high priority projects. High priority projects are defined as those scoring at least 80% in the rating criteria. The Strategic Plan directs that 50% of all grants be awarded to high priority projects. The staff recommendation meets this strategic plan goal.

Recommended OHVAG Action

I recommend that \$25,000 from the OHV Recreation Fund be provided to both the Community Forest Trust and the White Mountains Open Trails Association to expand the OHV Ambassador Program and encourage the State Parks Executive Director or designee to execute the appropriate agreement.

FY2010 OHV RECREATION FUND AMBASSADOR PROGRAM EXPANSION GRANT FUNDING RECOMMENDATIONS			
Rating Score*	Applicant	Agency Partner	Recommended Grant Amount
17	Community Forest Trust	Prescott National Forest - All Ranger Districts	\$25,000
12	White Mountains Open Trails Association	Apache-Sitgreaves National Forest - Lakeside RD	\$25,000
4	Arizona Sunriders ATV Club	BLM-Yuma District Office / AZ Game & Fish Department	\$0

* Possible 17 points.

**Staff Response to OHVAG Recommended Procedures to
Review and Approve Project End Date Extensions for Motorized Projects.**

Background

The *Administrative Guidelines for Awarded Grants (Oct 2009)* represents Arizona State Parks Board policies and procedures for grant administration. They give participants direction to successfully administer grant projects. Policy changes are based on the need for clarification and instruction to address project-specific issues in grant administration.

Project time extensions are identified in **Section III. Amendments to the Agreement and Appendix A**. Each participant (project sponsor) is expected to complete the project according to the original agreement within the approved time frame. Arizona State Parks recognizes; however, that the participant may encounter circumstances that may warrant an amendment to the participant agreement (contract between State Parks and project sponsor).

A. Amendment Types

Permissible amendments include: 1) time extensions; 2) scope changes; 3) funding adjustments; and 4) changes in the project participant. Amendment requests must be submitted in writing to Arizona State Parks staff. Justification and appropriate support information must be attached to the request. The amendment policy of the Arizona State Parks Board (Appendix A) defines each amendment type and specifies the approval authority. Amendment requests must be submitted to Arizona State Parks at least three months prior to the project ending date.

Appendix A - Amendment Policy for Grant Participant Agreements

Grant participant agreements authorized by the Arizona State Parks Board may be amended to accommodate changes to the original agreement. Authorized amendment types include: 1) time extensions, 2) scope changes, 3) funding adjustments, and/or 4) change in project participant.

The following explanation clarifies authorized amendment types including the approval authority for each and shall apply to each grant program administered by Arizona State Parks.

Amendment Type

Approval Authority

1. Time Extension

- one year or less Executive Director or Designee
- more than one year or more than one extension *Arizona State Parks Board

*The appropriate advisory body shall review prior to recommending action to the Arizona State Parks Board on this type of amendment.

Current Status

OHVAG wants project sponsors to be more accountable for completing projects in a timely manner and has suggested that staff require all sponsors of motorized trail projects to appear before the Group anytime they are requesting a time extension. The Group wants them to report on the current status of the project and explain the challenges that have kept the project from proceeding quicker. They also need to present a timeline and identify specific milestones that will keep them on schedule to complete the project within the extended time.

Staff Action

Staff concurs that the recommended procedure will emphasize the importance of completing projects as proposed. These recommendations do not need Parks Board approval and staff will notify all current projects sponsors of the new requirements and incorporate them for all future motorized projects.

OHVAG
February 25, 2011

ACTION ITEM
Agenda Item: C 12

**Review and Discuss New Member Application for the
Off-Highway Vehicle Advisory Group (OHVAG) and
Consider Recommending a New Member to the State Parks Board**

Background

The Off-Highway Vehicle Advisory Group (OHVAG) advises the Arizona State Parks Board on the implementation of the Arizona Statewide Off-Highway Vehicle Program and expenditures from the Off-Highway Vehicle Recreation Fund. The Group represents OHV organizations, casual OHV recreationists/ the general public, and sportspersons. Group members are appointed to the OHVAG by the Arizona State Parks Board and serve three-year terms. Current OHVAG members are listed on the second page of this item.

At the end of 2010, there were two vacancies on the OHVAG for individuals from an OHV organization. One incumbent has reached the end of her term eligibility and was asked by the State Parks Board and agreed to serve until a replacement could be found. The other vacancy is for a 4-wheel drive user with a club affiliation.

Current Status

The following individual has provided the required application and biographical sketch. (See Attachment XX) This applicant meets the club affiliation requirement of the vacant position and his county of residence does not conflict with the current make-up of the OHVAG.

<u>Name</u>	<u>Affiliation</u>	<u>County</u>
Jack Hickman	Arizona Off-Highway Vehicle Coalition	Maricopa

Items that may be considered include representation of multiple counties across the state, diversification of multiple off-highway vehicle user types, and participation in Arizona off-highway vehicles projects, programs, and activities including volunteerism.

OHVAG Recommended Action

I move that Jack Hickman be recommended to fill the OHV organization vacancy on the OHVAG and that he begin serving upon approval by the State Parks Board and continue through December 31, 2013, and that this recommendation be forwarded to the Arizona State Parks Board for final action.

**Off-Highway Vehicle Advisory Group (OHVAG)
Current Members**

<u>Member</u>	<u>County</u>	<u>Expiration</u>	<u>Affiliation</u>
*Antle, Rebecca	Pima	12/31/10	AZ State Association of 4-Wheel Drive Clubs
French, Donald	Mohave	12/31/13	White Mountain Open Trails Association
Vacant	open	12/31/13	4-wheel drive w/ club affiliation
Rogers, Richard Hank	Apache	12/31/11	Apache County ATV Roughriders
Moore, David	Maricopa	12/31/11	Rocky Mountain Elk Foundation
Savino, John	Navajo	12/31/13	Citizen-at-Large
Pete Pfeifer	Pima	12/31/12	American Motorcyclist Association

***Currently serving beyond expired term per Parks Board approval.**

OHVAG Membership: Seven members appointed by the Arizona State Parks Board to serve a maximum of two consecutive three-year terms. Five members must be members of organized OHV groups. One member must represent the general public or casual OHV enthusiasts. One member must be a member of a sportsperson organization. Residency requirements state that no more than two members may reside in the same county. The OHVAG serves in an advisory capacity to the Parks Board. The mission of the Arizona Off-Highway Vehicle Program is to develop and enhance statewide off-highway vehicle opportunities, and to develop educational programs that promote safe and responsible recreation, resource protection, and interagency cooperation.

OFF-HIGHWAY VEHICLE ADVISORY GROUP (OHVAG) APPLICATION

The Arizona State Parks Board appoints seven volunteer members to the Off-Highway Vehicle Advisory Group (OHVAG/Group). The Group advises the Arizona State Parks Board on OHV issues and trends, the development and implementation of the Off-Highway Vehicle (OHV) Recreation Plan, and project selection for expenditures from the Arizona Off-Highway Vehicle Recreation Fund (ARS §28-1176) and Federal Recreational Trails Program (Motorized Portion) (23 U.S.C. 206). The Group meets for 3-5 hours several times annually at locations around the State and members may participate on sub-committees or at selected OHV events throughout the year. Weekday availability may be required. Travel expenses may be reimbursed per state guidelines when funds are available.

Applicants must be an Arizona resident. No more than two OHVAG members may reside in the same county. Five of the seven members positions must be affiliated with an OHV organization. One member position must represent casual OHV recreationists or the general public. One member position must represent a sportsperson's group identified as an organization representing hunting, fishing, or similar sportsperson outdoor activities. The Group strives to maintain diversity in the type of OHV users serving at any time. OHVAG members are recognized as leaders in responsible, safe use; champions for access and managed facilities; and proponents for environmental protection and user education. Review the OHVAG MEMBERS at the State Parks website to determine what positions will be available at the end of any year.

The Off-Highway Vehicle Advisory Group reviews applications in October and makes a recommendation for approval by the Arizona State Parks Board at their November meeting. Three-year terms begin in January.

PLEASE CONSIDER MY APPLICATION FOR SERVICE AS AN OHVAG VOLUNTEER MEMBER

Full Name: Jack G Hickman III

Prefer to be called: Jack

Home Address: 4442 E. Capistrano Ave. Phoenix, AZ 85044

Business Address: 1620 E. Sky Harbor Circle S, Phoenix, AZ 85034

Home Telephone: N/A

Business/Cell Telephone: 602-743-5685

E-Mail Address: 1blkjp@gmail.com

County of Residence: Maricopa

AFFILIATION REQUIREMENT -- PLEASE CHECK ALL POSITIONS FOR WHICH YOU ARE APPLYING

- ☐ Sportsperson Organization
- ☒ OHV Organization
- ☒ Casual OHV recreationist
- ☐ General Public

Identify organization:

Identify organization: AZOHVC/ASA4WDC

Vehicle(s) used: Jeep Wrangler

APPLICATION REQUIREMENTS

1. Completed application form.
2. A letter describing what you will bring to OHVAG and what you think OHVAG should accomplish.
3. Briefly address the following:
 - Education, training and/or experience
 - Career highlights: Describe significant related experience, civic and professional activities, elected offices, prior organizational experience/leadership, and career achievements.
 - Personal pursuits: Describe your primary interest and experience in motorized recreation, geographical areas within Arizona where you recreate, and any other volunteer experiences and relevant items about yourself.
4. A letter on official letterhead from an authorized representative of your affiliated OHV or Sportsperson's organization stating that you are a member in good standing and your organization supports your appointment to serve on OHVAG. (Not required for casual OHV recreationist or general public applicant.)

COMPLETED APPLICATION, LETTER OF INTEREST, AND ORGANIZATION SUPPORT LETTER
MAY BE SUBMITTED AT ANY TIME TO:

Robert Baldwin, Recreational Trails Grants Coordinator
Arizona State Parks
1300 West Washington
Phoenix, AZ 85007

602/542-7130 / rbb2(at)azstateparks.com

Jack G Hickman III
4442 E. Capistrano Ave.
Phoenix, AZ 85044
February 3, 2011

Robert Baldwin
Recreational Trails Grants Coordinator
Arizona State Parks
1300 West Washington St.
Phoenix, AZ 85007

Dear Mr. Baldwin:

I am writing this letter today as an addendum to my Application for the Off-Highway Vehicle Advisory Group.

I grew up in Kansas attending College at Emporia State University as well as playing football. I then moved to the state of Arizona in 2001 and shortly thereafter began my passion for OHV recreation. I have been an avid OHV recreationist ever since. My primary application is rock crawling in my 99 Wrangler. I have been on trails all over the state and in 2006 I began to get involved on the land use side of the sport as I saw that would/could be a major hurdle going forward. It was at that time I became a 4x4 Rep w/ the Arizona Off-Highway Vehicle Coalition (AZOHVC). I also decided I needed to become part of a recognized rock crawling club also. At this time I joined the Arizona Rock Rats of which Jim Florence is President. I worked with our 4x4 user groups for a few years and in 2010 I pursued election as President of the AZOHVC the office that I still hold at this time. I am passionate about my own pursuits in OHV recreation and those of the general public. Based on this passion I have also been a member of the Arizona State Association of 4 Wheel Drive Clubs (ASA4WDC). I was a board member at large via my club for several years and in November of 2010 I was also elected as Vice-President of the ASA4WDC. As you can see I have immersed myself with the surroundings and background to be successful with the OHVAG should yourself and the board, choose to accept me.

Professionally I have worked for 2 companies in my 34 years. I first worked for Deluxe Corporation from 1997 to 2009. I was a Vendor Analyst in regards to Check Printing applications with Large Accounts such as Chase and Wachovia. Currently I am employed by JPMorgan Chase & Co. since 2009. I am in the Home Lending arena with responsibility to post Default Mortgage review. I feel that my career helps with my ability to be objective with my analysis of the issues/proposals that are put in front of OHVAG.

Thank You for the time and the Opportunity to serve the OHV Recreationists of Arizona.





Arizona State Association of Four Wheel Drive Clubs
P.O. Box 23904
Tempe, Arizona 85282

January 29, 2011

Arizona State Parks
1300 West Washington
Phoenix, AZ 85007

Attention: Advisory Committee
Robert Baldwin, Advisory Committee Coordinator

Dear Mr. Baldwin

I would like to recommend Jack Hickman to the Arizona State Parks Off Highway Advisory Group (OHVAG).

I have known Jack for several years and he has been a great help to the Arizona State Association of 4 Wheel Drive Clubs (ASA4WDC) with many issues.

The ASA4WDC has also worked alongside Jack and the Arizona Off Highway Vehicle Coalition (AZOHVC) on many issues effecting organized off highway recreation.

As a member and past member of the OHVAG I believe Jack would be a wonderful asset to the group. He is well versed in what effects our recreation and has a good handle on ways to improve it.

The ASA4WDC is very proud to recommend Jack Hickman as a member of the OHVAG.

Sincerely

A handwritten signature in cursive script, appearing to read "Rebecca Antle".

Rebecca Antle
ASA4WDC President 2011



ARIZONA OFF-HIGHWAY VEHICLE COALITION

Arizona State Parks
1300 West Washington
Phoenix, AZ 85007

RE: Introduce Jack Hickman

ATTENTION: ADVISORY COMMITTEE
Bob Baldwin

To Whom It May Concern:

The Arizona Off Highway Vehicle Coalition (AZOHVC) was incorporated in 2003 with the help and partnership with the National Off Highway Vehicle Conservation Council (NOHVCC). The NOHVCC is a national education organization sponsored by OHV dealers and manufacturers across the country. The AZOHVC membership encompasses all OHV enthusiasts in Arizona as well as OHV dealers and businesses with the intent of drawing all OHV venues together to educate and work toward the goal of responsible OHV use. Both are non-profit organizations however, the AZOHVC is totally volunteer run.

We would like to introduce Jack Hickman to you. He has been a member of the AZOHVC since its beginning and is now the President. He has been involved in building this organization as well as our relationships with our land management agencies. He understands the needs of OHV and has connections with numerous member groups and we believe he would be an asset to the OHVAG.

The AZOHVC Executive Board is very proud to recommend Jack to you and ask he be considered for a position on the Off Highway Vehicle Advisory Group.

Sincerely,

Sandee McCullen

Sandee McCullen
Secretary/Treasurer

P.O. Box 71098
Phoenix, AZ 85050
WEB: azohv.org

Executive Board

President
Jack Hickman

Vice President
Don Hood

Secretary/Treasurer
Sandee McCullen

Education & Grants Director
Jeff Gursh

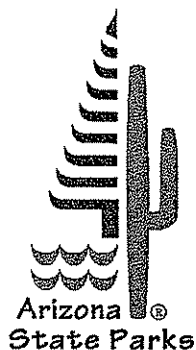
Legislative Director
Sanford Cohen



JOINING TOGETHER
TO
CONSERVE
PROTECT
and
USE
OUR LANDS

D.4.b.

"Managing and conserving natural, cultural, and recreational resources"



January 10, 2011

Janice K. Brewer
Governor
State Parks
Board Members

Chair
Reese Woodling
Tucson

Tracey Westerhausen
Phoenix

Larry Landry
Phoenix

Walter D. Armer, Jr.
Vail

Alan Everett
Sedona

William C. Scalzo
Phoenix

Maria Baier
State Land
Commissioner

Renée E. Bahl
Executive Director

Arizona State Parks
1300 W. Washington
Phoenix, AZ 85007

Tel & TTY: 602.542.4174
AZStateParks.com

800.285.3703 from
(520 & 928) area codes

General Fax:
602.542.4180

Director's Office Fax:
602.542.4188

The Honorable Jerry P. Weiers
Arizona State Representative
1700 West Washington Street, Ste. H
Phoenix, AZ 85007

Re: Arizona State Parks Off Highway Vehicle Recreation Fund

Dear Representative Weiers:

Per your August 18, 2009 request, enclosed is a Statement of Fiscal Activity for the Off-Highway Vehicle Recreation Fund (OHV) through the second quarter of fiscal year 2011.

If you have questions or require any further information, please contact me at (602) 542-7102 or at rbahl@azstateparks.gov; or you may contact Kent T. Ennis, Assistant Director of Administrative Services, at (602) 542-6920 or at kennis@azstateparks.gov.

Sincerely,

Renée E. Bahl
Executive Director

cc: Kent T. Ennis, Assistant Director
Miryom Snyder, Chief, Fiscal Services
Jay Zsorey, Office of the Auditor General

Enclosure

OHV REVENUES - FY 2011 THROUGH JANUARY

D.4.b.

FY11 OHV REVENUES - ADOT/HURF - FUEL TAX						
Month Rev. REC'D	Document Number	Effective Date	Total Rec'd From ADOT	State Parks 60%	AZ G&F 35%	ASLD 5%
Jul	TM246370	7/19/10	\$218,223.76	\$130,934.25	\$76,378.32	\$10,911.19
Aug	TM248990	8/11/10	\$203,699.31	\$122,219.58	\$71,294.76	\$10,184.97
Sep	TM252170	9/14/10	\$213,338.28	\$128,002.97	\$74,868.40	\$10,666.91
Oct	TM254770	10/15/10	\$217,651.89	\$130,591.14	\$76,178.16	\$10,882.59
Nov	TM257380	11/15/10	\$204,301.83	\$122,581.10	\$71,505.64	\$10,215.09
Dec	TM258940	12/14/10	\$213,471.44	\$128,082.87	\$74,715.00	\$10,673.57
Jan	TM26281	1/21/11	\$211,783.88	\$127,070.33	\$74,124.36	\$10,589.19
Feb				\$0.00	\$0.00	\$0.00
Mar				\$0.00	\$0.00	\$0.00
Apr				\$0.00	\$0.00	\$0.00
May				\$0.00	\$0.00	\$0.00
Jun				\$0.00	\$0.00	\$0.00
FY-T-D GAS TAX TOTAL			\$1,482,470.39	\$889,482.24	\$518,864.64	\$74,123.52

FY11 OHV REVENUES - ADOT/INDICIA - DECAL STICKERS						
Month	Document Number	Effective Date	Total Rec'd From ADOT	State Parks 60%	AZ G&F 35%	ASLD 5%
Jul	TM24694	7/29/10	\$144,725.50	\$86,835.29	\$50,653.93	\$7,236.28
Aug	TM24962	8/19/10	\$105,962.50	\$63,577.49	\$37,086.88	\$5,298.13
Sep	TM25242	9/23/10	\$121,773.00	\$73,063.80	\$42,620.55	\$6,088.65
Oct	TM25512	10/18/10	\$113,446.00	\$68,067.60	\$39,706.10	\$5,672.30
Nov	TM25767	12/1/10	\$142,038.00	\$85,222.80	\$49,713.30	\$7,101.90
Dec	TM26068	12/21/10	\$146,441.50	\$87,864.89	\$51,254.53	\$7,322.08
Jan	TM260310	1/18/11	\$114,723.00	\$68,833.80	\$40,153.05	\$5,736.15
Feb				\$0.00	\$0.00	\$0.00
Mar				\$0.00	\$0.00	\$0.00
Apr				\$0.00	\$0.00	\$0.00
May				\$0.00	\$0.00	\$0.00
Jun				\$0.00	\$0.00	\$0.00
FY-T-D DECAL STICKER TOTAL			\$889,109.50	\$533,465.67	\$311,188.33	\$44,455.48

FY11 OHV REVENUES - TREASURER - EARNED INTEREST							ALL ASP OHV REVENUE:	
Month	Document Number	Effective Date	State Parks 100%					
Jul							Jul	\$217,769.54
Aug	T0800253	8/12/10		\$1,058.22			Aug	\$186,855.29
Sep	T0900253	9/17/10		\$886.56			Sep	\$201,953.33
Oct	T1000256	10/14/10		\$884.73			Oct	\$199,543.47
Nov	T1100256	11/12/10		\$1,020.12			Nov	\$208,824.02
Dec	T1200252	12/13/10		\$885.49			Dec	\$216,833.25
Jan	T0100251	1/10/11		\$991.71			Jan	\$196,895.84
Feb							Feb	\$0.00
Mar							Mar	\$0.00
Apr							Apr	\$0.00
May							May	\$0.00
Jun							Jun	\$0.00
13th Mo.							13th Mo.	\$0.00
FY-T-D EARNED INTEREST TOTAL			\$5,726.83				TOT ASP FY-T-D \$1,428,674.73	

FY-T-D REVENUE FROM ADOT	\$2,371,679.89	\$1,422,947.91	\$830,052.96	\$118,578.99
FY-T-D REVENUE FROM EARNED INTEREST		\$5,726.83		
P-CARD REBATE FOR FY10 4TH QTR		4.59		
FY-T-D TOTAL OHV STATE PARKS REVENUES		\$1,428,679.33	\$1,428,679.33	(\$0.00)
Program Administration - 12% of ASP Revenues		\$171,441.52		

D.4.b.

Arizona State Parks Board
Off-Highway Vehicle Recreation Fund
Fiscal Year 2011 through December 31, 2010

Beginning Fund Balance **\$2,012,531**

Revenues:

Fuel Tax (HURF)	\$762,412	
Off-Highway Decal	464,632	
Interest Earned	4,740	
Total Revenues		\$1,231,783

Expenditures / Transfers:

/1 OHV Program Administration (5.19%)	(\$63,957)	
/2 Parks Operating Appropriation	(308,430)	
Administrative Adjustments	(3,005)	
/3 OHV Programs and Aid to Organizations	(268,366)	
/4 Legislated Transfers to State General Fund	(878,300)	
Total Expenditures / Transfers		(\$1,522,057)

Ending Fund Balance **\$1,722,257**

Composition of Ending Fund Balance:

/1 Program Administration (balance of 12% of revenue rec'd)	30,754	
/2 Parks Operating Appropriation (balance of \$692,100)	378,318	
/3 Obligated OHV Program and Aid Funds	745,818	
Unallocated OHV Program and Aid Funds	567,368	
Ending Fund Balance		<u>\$1,722,257</u>

-
- /1 A.R.S 28-1176(E)(1) allows no more than 12% of revenues to fund staff support for planning and administration. As of December 31, 2010 the Board has spent 5.19% of FY 2011 revenues.
 - /2 H.B. 2007 (2010 Seventh Special Session) allows the Board to spend up to \$692,100 for agency operating costs for FY 2011.
 - /3 Reimbursements to local governments for off-highway vehicle recreation projects (e.g., trail maintenance).
 - /4 Completed operating transfers for fiscal year 2011 to the State General Fund:
7th Special Sess, Ch 1, HB 2001 Sections 112 / 113 / 148

PROJ SPONSOR	PROJECT TITLE	FUNDS AWARDED	RECENT ACTIVITY	SHPO/NEPA RCVD	SHPO/NEPA APRVD	SIGNED WO PS	SIGNED WO SP	ADV REQUEST RCVD	ADV REQ TO ACCTNG	CHECK CUT	WORK STARTED
MESA RD	ROLLS OHV AREA RENOVATIONS	\$60,250	project can begin, waiting for bill for collection to generate adv chk	12/15/10	1/25/11	12/17/10	1/25/11				project in progress
KINGMAN FO	OHV SIGNAGE / KIOSKS	\$10,790	project can begin, waiting for adv chk to be issued	12/13/10	12/14/10	8/19/10	12/14/10				project in progress
MOHAVE CO	HUALAPAI OHV AREA IMPROVEMENTS	\$100,000	project in progress		8/1/10	9/7/10	9/16/10	10/1/10	10/4/10	10/7/10	project in progress
MOHAVE CO (RTP)	HUALAPAI OHV AREA IMPROVEMENTS	\$150,000*	project can begin, no adv			12/6/10	12/20/10	NA	NA		project in progress
PRESCOTT NF	PRESCOTT OHV AREA IMPROVEMENTS	\$60,000	project in progress	8/30/10	11/1/10	10/22/10	11/8/10	10/26/10	11/29/10	12/3/10	project in progress
GLOBE RD	PIPELINE OHV AREA IMPROVEMENTS	\$34,384	PROJECT WITHDRAWN		9/16/10	8/5/10	10/22/10				could not proceed due to NEPA issues
BLM HASSAYAMPA FO	CASTLE HOT SPRINGS OHV AREA	\$17,197	project in progress		9/16/10	8/24/10	9/23/10	forms to 9/23			project in progress
BLM HASSAYAMPA FO	BOULDERS OHV STAGING AREA	\$40,236	project in progress		9/16/10	8/24/10	9/23/10	11/15/10	11/29/10	12/3/10	project in progress
BLM HASSAYAMPA FO	LAW ENFORCEMENT EQUIPMENT	\$20,177	FINAL PAYMENT		9/16/10	8/24/10	9/23/10	11/15/10	11/29/10	12/3/10	PROJECT COMPLETED
BLM HASSAYAMPA FO	LITTLE PAN OHV STAGING AREA	\$42,862	need adv req	1/21/11	need survey	8/24/10					
BLM HASSAYAMPA FO	TABLE MESA OHV AREA IMPROVEMENTS	\$32,380	need adv req	1/21/11	need survey	8/24/10					
BLM HASSAYAMPA FO	TABLE MESA OHV AREA KIOSKS	\$10,858	need adv req	1/21/11	need survey	8/24/10					
CAVE CREEK RD	BARTLETT LAKE RD NORTH OHV	\$98,800	needs SHPO, need WO								
CAVE CREEK RD	BARTLETT LAKE RD SOUTH OHV	\$24,380	needs SHPO, need WO								
BLM STATE OFFICE	2011 AMBASSADOR PROGRAM	\$110,000	project in progress	NA	NA	10/27/10	11/8/10	10/28/10	11/15/10	11/18/10	project in progress
LAKESIDE RD	MAVERICK OHV TRAIL - RTP/OHV	\$92,500* \$20,000	project can proceed, need closure for PH II proj	NA	NA	8/31/10	9/23/10	NA	NA		waiting for good weather
LAKESIDE RD	MAVERICK OHV TRAIL - RTP MOD	\$2,300	project can begin, no adv	NA	NA	1/18/11	1/26/11	NA	NA		waiting for good weather
RED ROCK RD	RED ROCK OHV AREA IMPROVEMENTS	\$150,000	project can begin, waiting for bill for collection to generate adv chk	10/13/10	11/29/10		1/24/11	1/79/11			project in progress
APACHE-SITGREAVES NF	"KIDS IN THE WOOD" OHV EDUCATION	\$87,696	project can begin, waiting for bill for collection to generate adv chk	11/7/10	12/2/10	1/3/11	1/7/11	1/10/11			FS has issues w/use of funds

*RTP
FUNDED